

Hedon Town Council

Minutes of the Proceedings of a Meeting of

Finance & General Purposes Committee

held at the Town Hall, St Augustine's Gate, Hedon

24 February 2022

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

1. Apologies for Absence

Cllrs: Black (illness), B Hanson (prior commitment), B Stockdale (access)

Resolved: that the apologies were accepted

2. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held on 27 January 2022 were agreed as being a correct record of the proceedings thereat.

Resolved: That the minutes were confirmed as a true record

3. Updates on the Minutes

Min 12 Graham Stuart MP had replied to say he would be willing to take up the question of 'Out of Hours' care but would like some specific examples before doing so. Cllr Rommell would let the Town Clerk have specific case details that can be forwarded on.

Min 13 A letter had been sent re reducing free parking to 2 hours at Iveson Car Park (and a reminder) but no reply has yet been received.

December

Min 3.15 Cllrs had conducted a site visit at the disused building on Station car Park; Cllr Billany reported that although there was electricity, it did not have gas/water/sewerage supplies and was damp throughout. EYRC had indicated that the building could be rented for a peppercorn rent but that installation of utilities would be the responsibility of the lessee. This item would be on the next agenda for further discussion. In the meantime, ERYC were making repairs so that the building would be watertight.

Min 13 The Neighbourhood Watch Co-ordinator was still trying to get a meeting with ERYC Traffic Management; no replies had been received despite chasing.

Min 14 No reply has yet been received from Marstons Brewery re ANPR cameras in Iveson Car Park. This item would be put back on the agenda if a reply was received.

Min 20.1 The Post Office had replied to say that there wasn't any scope for a mobile service in the Hedon area but they are working hard to identify a solution to the short-term and long-term future of post office services in this area. The Chairman noted that a retailer in the town was looking into providing post office services.

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4. Declaration of Interests

4.1 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

4.2 To note dispensations given to any member of the Council in respect of the agenda items listed below.

5. To note Accounts Payable Schedule – February

The Schedule previously circulated to Members, will form part of the Minutes.

Resolved: that the schedule of payments for February 2022, signed by two Councillors, in the sum of £10,200.81 was approved

6. To receive an update on the financial position of the Council as at 31 Jan 2022

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 December 2021.

Resolved: that the schedules showing receipts/payments made during December and the budget monitoring report were approved

7. To receive the Internal Auditor's Interim Audit report

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; the items raised had been satisfactorily dealt with

Resolved: that thanks to the Town Clerk were recorded for the Council receiving another good report

8. To review Financial Regulations document (approved Jan 2020)

Members noted that review of the document had been raised by the Internal Auditor and that there had been no statutory alterations since the document was last reviewed in January 2020.

Resolved: that the document, as tabled, was approved

9. To confirm expenditure on Elsiegate carried out by Hedon Town Council (re Internal Auditor's report)

Members noted the comments made by the Internal Auditor in respect of the maintenance of Elsiegate.

Resolved: that, because there are no Trust Fund monies available for the upkeep of the parcel of land in Elsiegate, the Council has spent its own funds on the maintenance and upkeep of this asset and area for the good of the community as a whole.

10. To confirm expenditure on carrying out Fire Risk Assessment for the Town Hall (Grade II* Listed Building)

The Chairman referred to the blind quote document previously circulated to Members; it was noted that although the Fire & Rescue Services would visit properties free of charge, this was only done once an FRA had been completed.

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FRA's that could be downloaded from the internet did not seem to take into account the listed building status and the problems associated with that status.

Resolved: that the work would be given to BL Fire Risk Limited at a cost of £475

11. To note report from Events Working Group and approve actions taken
Cllr Storr updated members on the meeting held on 4 February, notes of which had been circulated. Discussions on 'Scruffs' Dog Show and the Flower Festival were ongoing. The Asst Town Clerk would do the admin on the day for the Dog Show and it was agreed that overtime rate (time and a half) would be paid. There was some discussion about the Flower Festival and the division of responsibilities/finances and it was agreed that the only financial commitment was printing costs for programmes which would be done by the Town Council. The possibility of an Arts Exhibition in the autumn was raised and would be discussed in more detail at the next Events meeting.

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

12. To note report from Hedfest Working Group and approve actions taken
Cllr Brindley reported on the meetings of the Hedfest Working Group and the recommendation that Hedfest be incorporated into the Queen's Jubilee Weekend and take place on Friday 3 June on Far Bank. Notes of the meetings had been previously circulated to all Members. Quotes would be received for the staging/artists and discussed at the meeting on 25 Feb. Barriers and portaloos had been provisionally booked due to the probability that they would be unavailable nearer the date. It was confirmed that St Augustine's church had confirmed availability for the event and that Haven Arms had agreed to host the Spoken Word event free of charge. Concerns were raised at how to increase the funding for the event with suggestions that approaches could be made to companies such as YEP/Mitsubishi.

Resolved: that the report was noted and the actions taken and expenditure recommended was approved

Resolved: that the group was authorised to apply for funding on behalf of the Town Council towards Hedfest through ERYC Arts Grant Funding specifically, and through other funding streams where possible

13. To note report from QE70 Working Group and to approve actions taken
The Chairman reported on the meetings that had taken place; notes of which had been circulated to all Members. The organisation if the events was moving on notwithstanding there were issues that required definite answers. The group had looked at commemorative enamel badges and had agreed to seek a quote for 2000 badges. The group were also looking into decorating the town in a red white and blue theme, using hanging baskets, bunting, decorated shop fronts, pubs and a 'decorate your home' competition.

Resolved: that the report was noted and the actions taken and expenditure recommended was approved

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14. To note report from meeting with ERYC/YEP/Traders etc held on 17 Feb
The Chairman reported on the meeting and notes had been received and circulated to Members; a further meeting had not been scheduled yet.

Resolved: the information from ERYC was noted

15. To consider request from Newbald Parish Council to sign up to letter to ERYC
The Chairman referred to the document produced by Newbald Parish Council which outlined various generic complaints regarding concerns that Town and Parish Councils were not listened to and which included suggestions to improve the relationship between councils and the Unitary Authority. After a lengthy discussions Members felt that, although the majority agreed with the points raised, the letter was too long and did not focus on the issues that concerned Hedon Town Council. It was agreed that Cllr Hanson would draft a letter on behalf of the Town Council, to be agreed by all Members.

Resolved: that the Council would not sign up to the draft letter from Newbald Parish Council; but would send a letter which focussed on the issues that affected Hedon. Cllr Hanson would be asked to draft a letter for approval by Members

16. To consider requests from Heritage Open Days (HOD's) for September event
The Chairman referred to the correspondence which had been previously circulated. Council reiterated its decision that a ticketed Silver Show over this weekend was not appropriate. However, it would look at perhaps putting some items on display in the locked display cabinet in the Council Chambers dependent on whether the Macebearer was available. This would be discussed again before an answer could be given.

Resolved: that it was not appropriate to host a ticketed Silver Show during this event

17. Hanging Baskets for 2022

17.1 To approve supplier – Members referred to the blind quote comparison and noted that it had proved difficult to get more than two quotes. Members noted that the numbers of refill versus new baskets was not known.

Resolved: that the contract was awarded to Sheppard Nurseries

17.2 To approve charges for hanging baskets – Members noted that no charge had been made for the previous two years and agreed that charges would be made in 2022 but at the rate set in 2019

Resolved: that hanging baskets would be charged out at £17

18. To consider request for a bike rack on the Market Place (part of the LC&WIP)
The Chairman reported that the request had been sent to ERYC; however, it the licence for seating in the top end of the Market Place went ahead then the hatched area would not be suitable for a cycle rack. It would be more suitable on the hatched area outside Cooplands and the request had been amended; no reply had yet been received. After discussion Members agreed to request motorcycle parking on the hatched area outside Luxe as this would not be used during the evening.

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Resolved: that the Town Council request a motorcycle bay in the hatched area at the top end of the Market Place for use during the day

19. To discuss illegal/inappropriate parking on pavements following recent changes to the law

Cllr Thompson outlined his concerns that the recent changes to legislation would not result in the required outcome of less illegal/inappropriate parking on pavements unless more enforcement action was taken by the authorities. The Town Council could do its part by putting leaflets on cars that were inappropriately parked as it had some years ago. The leaflets had been provided by ERYC. Bad parking was a particular problem in parts of Hedon because of the narrowness of the pavements.

Resolved: that the Council would try and obtain a supply of leaflets (as above) and write to ERYC asking how they planned to enforce the new legislation

20. Correspondence

20.1 E-mail from ERYC confirming that installation of the Farrand Road pedestrian crossing was underway – noted.

20.2 Parish Liaison meeting dates had been amended to 2pm-3.30pm on Wednesday 16 March and 7pm – 8.30pm on Thursday 17 March (both by Zoom). Details on agendas and how to join would be forwarded by ERYC and passed on to Councillors.

21. Members' points of information and items for the agenda

21.1 Members discussed the way forward with solar footway lighting; a budget had been agreed for installation of three lights in the new financial year. The Town Clerk was asked to find out when the lights would be installed; the Council would monitor them and look into further budgeting/locations for the 2023-2024 financial year.

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Chairman of Finance & General Purposes Committee