

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 March 2022

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

1. Apologies for Absence

Cllrs: Black (illness), B Hanson (prior commitment), B Stockdale (access),
Miss D Storr (illness) and D Thompson (prior commitment)

Resolved: that the apologies were accepted

2. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held
on 24 February 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 15 Cllr Hanson had drafted a letter which had been circulated earlier.
Members felt that the letter needed further discussion and it would
be on the agenda of the next Planning Committee.
- Min 18 ERYC were looking into funding for a cycle rack in the Market
Place; they were also looking into ways that the railway track could
be improved for walking/cycling in the winter.
- Min 19 A copy of the leaflet re inappropriate/illegal parking had been
received and copies can be made available to Councillors. ERYC
had not yet replied to the letter regarding how they will enforce the
legislation.
- Min 20.2 The first Parish Liaison meetings had been held by zoom –
information on further meetings would be circulated when received.

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 – March

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

Resolved: that the schedule of payments for March 2022, signed by two
Councillors, in the sum of £29,109.73 was approved

Hedon Town Council

6. To receive an update on the financial position of the Council as at 28 Feb 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 28 February 2022.

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

7. To approve full Risk Report (risks individually assessed over the year)
The Chairman referred to the Risk Report; the Committee assess the risks on a rolling basis and review them continually.

Resolved: that the full Risk Report was approved

8. To approve Asset Register as at 31 March 2022
The Chairman referred to the Asset Register which had been previously circulated.

Resolved: that the document, as tabled, was approved

9. To note report from Events Working Group and approve actions taken
In Cllr Storr's absence the Chairman updated Members on the discussions at the meeting held on 11 March and the recommendation to purchase two heavy duty gazebos for use at events. The next event would be 'Scruffs' Dog Show on 30 April.

Resolved: that the report was noted and approval given for the purchase of two gazebos at a cost of no more than £500.

10. To note report from Hedfest Working Group and approve actions taken
Cllr Goldspink declared a personal interest as she was a member of St Augustine's PCC.
Cllr Brindley updated Members on the discussions of the Hedfest Working Group and explained the draft budget so far. The Working Group felt that the budget needed to be increased for both Hedfest and QE70 events by up to £4k. It was hoped that some funding and sponsorship would be available but that could not be counted on at this stage.

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

Resolved: that an extra budget of up to £4k was authorised for Hedfest and QE70 events

11. To note verbal report from QE70 Working Group and to approve actions taken
Cllr Goldspink declared a personal interest as she was a member of St Augustine's PCC.
The Chairman updated Members on the discussions; notes of the meeting had been circulated. Organisation of all the events was well underway and the group had recommended purchasing commemorative enamel badges which would be given out to all primary school age children and the remainder sold, with any income offsetting costs.

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

Hedon Town Council

12. To consider requests from Heritage Open Days (HOD's) - update

The Macebearer had agreed to the suggestion of standing guard over some of the silver items in the Council Chamber lockable display cabinet during the weekend; times to be agreed. Mr Porter felt that the museum could provide a mannequin for the Mayor's robes to be displayed at the same time. Members agreed in principle but would like more discussion on what exactly would be displayed and this item would be moved to the next Property agenda for further discussion.

Members discussed further requests with regard to using the Market Hill car park over the Heritage weekend to display vintage farm vehicles; this would require permission from ERYC as well; the only problem that might occur is with regard to parking for the doctors' surgeries. No permissions were required from the Council regarding re-enactors.

Resolved: that the Council agreed to a display of some suitable pieces of the silver in the lockable display cabinet (subject to the Macebearer's availability); items to be agreed at a Property Committee meeting

Resolved: that the Council agreed in principle to the use of Market Hill car park over the Heritage weekend subject to ERYC agreement and no objections being raised by the doctors' surgeries

13. To consider use for disused building at Station Car Park

After discussion Members agreed that the Town Council did not have a use for this building and no further action should be taken. The building might be of use to the Scouts for storage and the ERYC Officer contact details should be given to the Scout Leader.

Resolved: no further action to be taken on this project

14. Update following the meeting organised by the Neighbourhood Watch Coordinator, with representatives from the local policing team, ERYC Traffic Management team, Hedon Town Council and Preston Parish Council and to agree a way forward

Members noted the correspondence leading up to and following the meeting. The meeting had not been attended by ERYC Traffic Management Team or Preston Parish Council (who were conducting their own negotiations with regard to traffic management). After discussion Members agreed to support the request for the 'Golden River' survey to be carried out.

Resolved: that the Council would write asking for the 'Golden River' survey to be conducted on Souttergate and Station Lane

15. To approve expenditure on recalibration (and repair) of the ProLaser speed gun used by the Neighbourhood Watch Team

The Chairman referred to the correspondence received and the request for the Council to pay for the recalibration of the Speed Gun; Members noted that there may be some repairs required; if repair/renewal was required then the Council would seek to share the cost with Preston Parish Council.

Hedon Town Council

Resolved: that the expenditure to recalibrate the ProLaser speed gun was approved at the quoted price of £313 + VAT; if repair or renewal was required the Council would seek to share the cost with Preston Parish Council

16. To consider Hedon's involvement in the 'Sustainable Travel Scheme – Cycle Hubs'

The Chairman referred to the e-mails from ERYC; members were interested to have more information on how the Council could be involved and whether there were any suitable areas in Hedon for 'cycle hubs'.

Resolved: that the Council was interested but needed more information

17. To approve expenditure on installation of solar lighting

The Chairman noted that up to date quotations had been received and the cost of installing all three solar lights was less than the £5k budget set aside for this project. It was also noted that there was a four to six week lead time for the work to be carried out from an order being placed so the work would be undertaken in the new financial year.

Resolved: that the Council approved the expenditure on three solar lights, in accordance with the quotes received from Prolectric

18. To consider reply to the East Riding Community Governance Review

Members noted the e-mail from ERYC but after discussion agreed that they had no comment to make; Councillors could reply on an individual basis.

Resolved: that the Council would make no comment

19. To consider ERYC reply to request for change of free parking hours in Iveson Car Park

The Chairman referred to the correspondence with ERYC which ended with ERYC saying that they would revisit the matter if the Town Council would confirm the agreement of Marstons Brewery. It seemed unlikely that this would be possible as Marston had refused to consent to any changes in the past and no reply had been received to the request for clarification of the refusal.

Resolved: that no further action would be taken on this project

20. To approve the purchase and flying of Ukraine flag

Members had discussed this previously and approved the purchase of a Ukraine flag to be flown from the Town Hall.

Resolved: that a Ukraine flag would be purchased and flown from the Town Hall

21. Correspondence

21.1 E-mail from HQ Humberside & South Yorkshire AFC re Freedom Parade – Members agreed the date of Sunday 11 September 2022.

Hedon Town Council

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

- 22.1 The Town Clerk was asked to request the repainting of the yellow hatched area in Iveson Car Park near to the electric charging points.
- 22.2 Farrand road crossing is partially done; should be completed by April.

.....
Chairman of Finance & General Purposes Committee

JM/F&GPMI032022/Page 602

FINANCE SCHEDULE - March 2022

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
25.03.22	Kcom	Broadband - Police Station (Mar)	55.00	11.00	66.00	Bacs267				66.00	84	
23.03.22	Total Energies	Electricity -Market place	23.92	1.20	25.12	DD268	25.12				84	
23.3.22	Kcom	Broadband Inv (2020)	55.00	11.00	66.00	Bacs269				66.00	84	
10.03.22	ERYC	Recruitment advert (AA)	50.00	10.00	60.00	Bacs270	60.00				84	
25.03.22	SH Cricket Club	Advertising board	300.00	0.00	300.00	Bacs271				300.00	84	
25.03.22	Kcom	Broadband - Police Station (Feb)	55.00	11.00	66.00	Bacs272				66.00	84	
25.03.22	Johnsons of Hedon	Connectors/tubes	18.85	3.77	22.62	Bacs273				22.62	84	
25.03.22	ERYC	Hedon Town By-election	5280.45	0.00	5280.45	Bacs274				5280.45	84	
25.03.22	Sandhills Garden Cent	Spray attachments	9.73	1.95	11.68	Bacs275				11.68	84	
25.03.22	ERYC	Recruitment advert (TC)	50.00	10.00	60.00	Bacs276				60.00	84	
25.03.22	F G Adamson & Son	Blades/filters for tractor	221.64	44.32	265.96	Bacs277				265.96	84	
03.03.22	Hirst Conservation	Town Hall Ceiling survey	2470.00	494.00	2964.00	Bacs278	2964.00				84	
25.03.22	RBS	Alpha Software Support	124.00	24.80	148.80	Bacs279				148.80	84	
25.03.22	Visionict	Website Hosting	384.00	76.80	460.80	Bacs280				460.80	84	
25.03.22	Ofcom	Radio Licence	75.00	0.00	75.00	Bacs281				75.00	84	
25.03.22	Kcom	Internet services	147.00	29.40	176.40	DD282	176.40				84	
01.03.22	Steven Griggs	IT/Photocopier repair	40.00	0.00	40.00	Bacs283	40.00				84	
01.03.22	Advanced Alarms	Call out to repair	115.00	23.00	138.00	Bacs284				138.00	84	
01.03.22	Euroloo	Portaloos for Hedfest	930.00	186.00	1116.00	Bacs285				1116.00	84	
01.03.22	Inmans Primary School	Room Hire for Meetings	90.00	0.00	90.00	Bacs286	90.00				84	
01.03.22	West Design & Build	Scaffold Hire - up to 31.3.22	1440.00	288.00	1728.00	Bacs287				1728.00	84	
06.03.22	F G Adamson & Son	John Deere Deck	3000.00	600.00	3600.00	Bacs288				3600.00	84	
17.03.22	Kcom	Rental Charges	32.98	6.59	39.57	DD289	39.57				84	
25.03.22	F G Adamson & Son	Spark Plug	8.19	1.64	9.83	Bacs290				9.83	84	
25.03.22	John Morrell	Servicing of Strimmers	95.00	0.00	95.00	Bacs291				95.00	84	
25.03.22	D3 Office Group	Paper	120.54	24.11	144.65	Bacs292				144.65	84	
25.03.22	Pitney Bowes	Rental Charges	61.96	12.39	74.35	Bacs293				74.35	84	
25.03.22	Preaction	Customer Default Fee (Utilities)	487.50	97.50	585.00	Bacs294				585.00	84	
28.03.22	HSBC	Bank Charges	19.14	0.00	19.14	Bacs295	19.14				84	
17.03.22	Everflow Water	Water Charges	70.28	0.00	70.28	DD296	70.28				84	
	Salaries	Salaries	7829.17	0.00	7829.17				7829.17		84	
	HMRC	PAYE & NI	2679.76	0.00	2679.76				2679.76		84	
	ERPF	Pensions	802.15	0.00	802.15				802.15		84	
			27141.26	1968.47	29109.73	0.00	3484.51	0.00	11311.08	14314.14	84	