

# 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

28 April 2022

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

1. Apologies for Absence

Cllrs: Black (illness), 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 24 March 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 19 No reply had yet been received from ERYC Parking Team as to  
(Mar) how they will be enforcing the new parking legislation.

Min 15 Approval had been given for the recalibration of the ProLaser Speed Gun but no information had been received as to whether further repair was required.

Min 17 A purchase order had been sent to Prolectric for installation of three solar lights; a date for the work to be begun was awaited.

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 – April

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

**Resolved:** that the schedule of payments for April 2022, signed by two Councillors, in the sum of £17,778.68 was approved

6. To receive an update on the financial position of the Council as at 31 Mar 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 March 2022. The document showed that although there had been some unexpected expenditure with regard to tree work and Town Hall maintenance in particular, the Council had not had to use general reserves for this purpose.

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

7. To approve full Risk Report for 'Allotments' and 'Bus Shelters'  
The Chairman referred to the Risk Reports for 'Allotments' and 'Bus Shelters'

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

8. To note verbal report from Events Working Group and approve actions taken  
Cllr Storr updated Members on the discussions at the meeting held on 28 April; notes of that meeting would be circulated to Members. The next event was the 'Scruffs' Dog Show on Saturday 30 April; any support from Councillors on the day would be appreciated. Comparative quotes for printing of the 2023 calendar would be sought once all the information was together.

**Resolved:** that the report was noted

9. To note verbal report from Hedfest Working Group and approve actions taken  
Cllr Brindley updated Members on the discussions of the Hedfest Working Group at a meeting earlier that day; notes of the meeting would be circulated to Members. At the meeting Members had agreed that Cancellation Insurance should be looked into (this was not something that was offered by the Council's normal insurance provider). An initial quote of £240 had been received for up to £15k worth of cover; but more information was required before a firm quote was offered. The group recommended that advertising banners were purchased and put up as soon as possible and quotes were being sought. The budget required some more expenditure on overnight stage security, and music for the parade. Enquiries were still ongoing with regard to the provision of a beer tent and it was hoped that more information would be available for the next meeting on 6 May. A grant of £1k had been received from ERYC Arts Funding which was appreciated.

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

**Resolved:** that the Town Clerk was authorised to take out Event Cancellation Insurance up to the cost of £300; if the quote was more then it would be referred to the Chairman and Vice Chairman of F&GP for approval

10. To note report from QE70 Working Group and to approve actions taken  
The Chairman updated Members on the discussions; notes of the meeting had been previously circulated. Concern was raised at the agreed wording for the plaque (tree planting); however, this had been checked with the Buckingham Palace Pageant Master who had provided correct wording. W P Everingham's had agreed to provide the plaque at a minimal cost for which the Town Council were very grateful. The Chairman provided an update on each day's activities; and confirmed that the group had recommended accepting the quote from Haven Arms for catering for the Sunday afternoon tea. It was hoped that the commemoration badges would be received in the next week so that they could be put on sale at various venues around the town. Sufficient badges would be kept back to give to primary/nursery schoolchildren.

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Cllr Banks reported that primary school/nursery school children were doing posters and cards which would be used to decorate Alexandra Hall for the Sunday afternoon tea.

Cllr Thompson suggested that a booklet should be put together for the Saturday night concert and it was confirmed that there should be no charge for entry in St Augustine's Church for that event.

The Chairman would be contacting the Holderness Gazette, following an approach from them, to let them know what the Council was doing over the Jubilee weekend.

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

## 11. Correspondence

11.1 E-mail from ERYC re request for 'Golden Wire' Survey on Souttergate – Members felt that the e-mail was non-committal and that the survey had been carried out at the wrong end of Souttergate in the first place. The Town Clerk was asked to write expressing the Council's disappointment at the lack of action and pressing for information from Safer Roads Humber as to what action will be taken.

## 12. Members' points of information and items for the agenda

- 12.1 Concern was raised at the lack of disabled parking on the Market Place when the market was in situ; however, this was governed by a legal order.
- 12.2 Members noted that ERYC planned to put Market Day signs on the approach roads to Hedon; more information would be sent to the Town Council
- 12.3 Members noted that the recent Easter Egg competition run by the Traders Group, and supported by YEP, had been very successful; however, the leaflet had read as though the Town Council had been involved. Perhaps this should be noted at the next Traders Meeting. The Council supported the group in their efforts to encourage residents to shop locally.

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Chairman of Finance & General Purposes Committee



# FINANCE SCHEDULE - April 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
01.04.22	The Ramp People	Rubber disabled ramp	217.50	43.50	261.00	Bacs001	261.00					
01.04.22	Currys	Desk top printer	49.99	10.00	59.99	Bacs001a	59.99					
25.4.22	O2	Mobile Phone Charges	22.93	4.59	27.52	DD002	27.52					
02.04.22	Total Energies	Electricity - Town Hall	84.74	4.23	88.97	DD003	88.97					
08.04.22	D&D Decorators	Dec: Chamber Wall & Kitchen	585.00	117.00	702.00	Bacs004			702.00			
28.04.22	Rich Fawcett Joinery	Repair fallpipe (water carrier damaged)	327.74	0.00	327.74	Bacs005			327.74			
28.04.22	Total Energies	Electricity Market place	15.12	0.76	15.88	DD006	15.88					
28.04.22	Royal Media Group Ltd	Recruitment advert	100.00	20.00	120.00	Bacs007			120.00			
28.04.22	Upstream	Printer Cartridges	247.91	49.58	297.49	Bacs008			297.49			
28.04.22	ERYC	Stores & premises rates	711.08	0.00	711.08	Bacs009			711.08			
28.04.22	ERYC	Garage & Premises rates	810.88	0.00	810.88	Bacs010			810.88			
28.04.22	ERYC	Cemetery Rates	429.14	0.00	429.14	Bacs011			429.14			
28.04.22	ERYC	Iveson Car Park Rates	399.20	0.00	399.20	Bacs012			399.20			
28.04.22	Neal Everingham	Cemetery Supervisor Jan - Mar	537.50	0.00	537.50	Bacs013			537.50			
28.04.22	D & S L Fuels	Gas oils	518.98	25.95	544.93	Bacs014			544.93			
28.04.22	Holderness Tyres	2 Turf tyres	230.00	46.00	276.00	Bacs015			276.00			
28.04.22	ERNLLCA	Membership 2022/2023	1227.83	0.00	1227.83	Bacs016			1227.83			
04.04.22	Humberside Cadet Force	New Bass Drum donation	500.00	0.00	500.00	Bacs017	500.00					
21.04.22	D Everingham	Maintenance Church Clock	182.00	0.00	182.00	Bacs018			182.00			
28.04.22	Johnson of Hedon	Extension lead & Tape	20.50	4.10	24.60	Bacs019			24.60			
28.04.22	ERYC	Commerical Waste Collection	913.12	0.00	913.12	Bacs020			913.12			
7.04.22	Black Rooster	Additional Cost for Jubilee Badges	200.00	40.00	240.00	Bacs021	240.00					
28.04.22	ERYC	Licence for Stores Bldg	250.00	0.00	250.00	Bacs022			250.00			
28.04.22	Rollits	Legal Services	211.00	42.20	253.20	Bacs023			253.20			
28.04.22	Advanced Alarms	Repair to door lock	130.00	26.00	156.00	Bacs 024			156.00			
28.04.22	Low Fuel Card	Fuel	131.84	26.37	158.21	Bacs025			158.21			
28.04.22	HSBC	Bank Charges	27.05	0.00	27.05	Bacs026			27.05			
22.04.22	Salaries	Wages	6034.32	0.00	6034.32				6034.32			
22.04.22	HMRC	PAYE & NI	1374.21	0.00	1374.21				1374.21			
22.04.22	ERPF	Pensions	828.82	0.00	828.82				828.82			
			17318.40	460.28	17778.68	0.00	1193.36	0.00	8237.35	8347.97		