

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
27 July 2023

Present: In the Chair – Cllr S Gallant
Cllrs: Mrs S Banks, C Billany, J Brindley, J Dennis, Mrs B Goldspink, P Hinch, Mrs G Pocklington, Miss S Rommell, Ms D Storr, D Thompson and Mrs S Wright
Kim Gray (Town Clerk)

1. Apologies for Absence

Cllrs: All present.

2. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held on 22 June 2023 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

There were no updates

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 approve Accounts Payable Schedule – July

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

Resolved: that the schedule of payments for July 2023, signed by two Councillors, in the sum of £20,723.37 was approved.

6. To receive an update on the financial position of the Council as at 30 June 2023

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 June 2023. Noted that a line on the spreadsheet had shifted the figures by one row, burial fees showing in two lines.

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

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7. To approve Risk Reports for 'Code of Conduct', 'Computer equipment', and 'Council Property and Documents'

The Chairman referred to the Risk Reports for 'Code of Conduct', 'Computer equipment' and 'Council Property and Documents'.

Resolved: that the Risk Assessment Reports 'Code of Conduct', 'Computer equipment' and 'Council Property and Documents' were approved as tabled.

8. To note report from Hedfest Working Group and approve actions taken
Cllr Brindley reported that Hedfest Unplugged, Carnival of Words and Tug'o'War took place on 7 & 8 July. The events were all well supported and were enjoyed by all who attended. The working group noted that there was scope to move the events forward and members will be working towards this goal. Next meeting of the working group will be Thursday 14th September 6pm, new members welcome. The plan is to run Hedfest Unplugged and Hedfest events in alternate years.

Resolved: that the report was noted, and the actions taken were approved.

9. To receive a report from the Events Working Group and to approve actions taken
Cllr Banks reported that the Flower Festival took place on 15-16 July, although not as well support as in 2022 it did raise just over £700, the proceeds being split between the Mayor's Charity and the Church. The Hedon Calendar is well underway, sponsors are onboard, last pictures now received, and arrangements to finalise print are in hand. Quotes from two printers received, both quoting £2.85 per calendar. Members, by a blind vote, approved Hedon Greenprint as printer for the 2024 calendar.

Resolved: that the report was noted, and the calendar would be printed by Hedon Greenprint.

10. To receive a report from the '20 is Plenty' Working Group and to approve actions taken

Cllr Gallant reported no meeting since last F&GP. However, Cllr Gallant met with the Traffic Management Team at ERYC, which proved to be very constructive. ERYC agreed to cover the costs to extend "20 is plenty" in Hedon; £5,000 for Traffic Regulation Order, £25,000 for signage, a total of £30,000 investment. In addition, the Police Commissioner's Fund – to improve safety may be another source for funds towards the project. Cllr Gallant also met with the Leader of ERYC Council, Cllr Handley, who also endorsed the project and is keen to see it as pilot project for the East Riding. Cllr Handley also agree to write to the Police Commissioner in support of the funding application. The next meeting of the "20 is Plenty" Working Group will be 24 August 6pm

Resolved: that the report was noted, and the actions taken were approved.

11. To appoint the Hedon Town Council Parish Transport Champion
Cllr Thompson was previously the Council's Transport Champion and would like to continue in the role.

Resolved: that the Council would appoint Cllr Thompson Hedon Town Council Parish Transport Champion

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12. To consider offering a wayleave or lease to cross HTC land in Ainslie Road
Cllr Billany provide background information about the request, having spoken to the applicant who is considering purchasing the property. The Chairman noted that the Council has other wayleaves in place. The request is to gain access to rear of the property for larger garden equipment and to wheel bins to the front of the property. In principle the Council had no objection but would not enter into an agreement until the property had been purchased by the applicant.
- Resolved:** that the Council agreed in principle to granting a wayleave but would not do so until the applicant had purchased the property and was the owner.
13. Heritage Open Days
- 13.1 To consider display items for Council Chamber cabinet.
- Resolved:** that the Council would leave the selection of items for display in the Council Chamber cabinet to the Macebearer.
- 13.2 Rota for manning Town Hall during open times
- Resolved:** Cllrs: Billany, Dennis, Gallant, Goldspink, Pocklington, Rommell, Storr and Thompson volunteered to man the Town Hall during the Heritage Open Days.
14. Update on Painting Restoration – Transportation cost
The Chairman noted the significant increase in the cost of transportation since the last painting was restored. Given that the increased cost for the restoration and transportation would take the project over budget it was agreed to delay the work to the 2024-25 financial year and supplement the budget next year.
- Resolved:** that the Council would defer the restoration of the painting until the 2024-25 financial year and to add to the EMR for the project in next year's budget.
15. To approve the repairs and updates to Mayor's, Consort's and Deputy's Chains
The Chairman referred to the quote supplied to repair the three chains. The goldsmith had also proposed an alternative, more cost-effective solution to find space for the Mayors' names not yet on the chains; to polish out the original names engraved on the reverse and engrave two Mayors on each link.
- Resolved:** that the Council would approve the repair work and the work to polish out the existing names on the rear of the link and re-instate those names and bring the names up to date by adding two Mayor's per link.
16. To approve arrangements for Xmas Lights Event
The Chairman noted the figures for the Christmas event, previously circulated. The Clerk report that the £5,000 funding received from ERYC for the past two years is unlikely to be available this year; the Clerk would check back with ERYC to see if any new opportunities had opened up. Cllr Gallant reported on the road closure situation; ERYC have resolved the issues; the Clerk attended training and

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has attained a TMCE Certificate so road closures would continue to be handled in house. The Xmas Lights needs to go ahead even if it meant an overspend on the events budget. The Clerk will confirm the cost of the event. It was agreed to form a working group to look at funding opportunities to cover the cost of Xmas Light and Hedfest events; Cllrs Billany, Hinch, Pocklington, Thompson and Wright.

Resolved: that the Council would form a Funding Working Group to seek funding opportunities for Xmas Lights and Hedfest

17. Update on Town Hall toilets and consider quotes for drainage works

Cllr Banks declared an interest in the item as a Trustee of Alexandra Hall

The Clerk reported that it was not possible to find a company who can quote for the repair work, each company stated they would need to carry out their own survey before putting together a quote to rectify the problem. One company has supplied a quote to undertake the survey work and another quote is expected imminently. The Clerk continues to liaise with ERYC who are aware of the issues from a public health perspective in relation to Alexandra Hall. To move forward with the matter a decision will need to be made as to which company will be employed to the conduct the survey and likely the repair work, once the second quote has been received. The Council agreed to delegate the decision to Clerk in consultation with the Chairman and Vice Chairman of F&GP.

Resolved: that the Council would delegate the decision to the Clerk in consultation with the Chairman and Vice Chairman of F&GP to decide which of the two companies supplying a quote would survey to drainage pipework.

18. To consider quotes to replace fence in Middle Lane

Cllr Goldspink declared personal interest as a near resident of the area.

A length of post and rail fence, originally installed by the Town Council, along the grassed area at the north end of Middle Lane needs repairing. The Clerk has received one quote and is awaiting two more. The Council agreed to delegate the decision to Clerk in consultation with the Chairman and Vice Chairman of F&GP.

Resolved: that the Council would delegate the decision to the Clerk in consultation with the Chairman and Vice Chairman of F&GP to reinstate the length of fence to the north of Middle Lane.

19. To consider request to replace battery and calibrate the ProLaser speed gun

The Chairman referred to the email from PCSO Dunning-Davis to cover the cost of purchasing a replacement battery and the cost to re-calibrate the ProLaser speed gun.

Resolved: that the Council would cover the cost to replace the battery and re-calibration the ProLaser speed gun.

20. To agree to replace defective CCTV cameras in Town Hall

The Chairman note that this would be within the maintenance budget for the Town Hall.

Resolved: that the Council would agree to replace the defective CCTV cameras in the Town Hall

21. To receive information about Preston and Hedon Flood Alleviation Scheme

The Chairman noted that ERYC announced last autumn £4m of funding for. The works are not likely to commence for another 18 months.

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Resolved: that the Council noted the information about the Preston and Hedon Flood Alleviation Scheme.

22. To consider HTC Grant Scheme application from Ruben's Voice
Cllr Brindley & Rommell declared personal interest as was financial involved in the first event.

The Chairman referred to the application and supporting documents previously circulated. The Clerk clarified that evidence was missing from the earlier application and confirmed that a constitution and a bank statement had subsequently been received with the new application. Although the applicant is a resident of South Preston the event will be held in and benefit the residents of Hedon. The Grant Scheme budget currently stands at approximately £2,100 at the end of the first quarter of the year. Members noted that this was a significant amount of money and if the full amount was award would deplete the fund for the rest of the year. After due consideration it was proposed it was agreed that Ruben's Voice would be awarded a sum of £1,000 rather than the full £2,000 requested.

Resolved: that the Council would award Ruben's Voice £1,000 of the requested £2,000

23. Correspondence

- 23.1 Correspondence relating to the decision made at last month's meeting regarding flying the Pride flag were received and noted.
- 23.2 Highway maintenance – Town centre road resurfacing in August. Work will be inconvenient for businesses for a couple of weeks, but it is necessary work.
- 23.3 Community Governance Review – Hedon Town Council did submit a request for ERYC to consider combine South Preston with Hedon, this was considered and agreed at ERYC's full council meeting this week. South Preston residents will be consulted during the summer. The changes will not take effect until the next election. Hedon Town Council can contact resident of South Preston. It was agreed that Hedon Town Council will write to South Preston residents setting out why this would be a positive change, this would be ratified at the next meeting. The Clerk is to draft letter.

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

- 24.1 To consider request to install a Defib at Haven Arms.
- 24.2 To consider First Aid Training and Kit for Town Council events.
- 24.3 To progress with Solar footway lighting.
- 24.4 ERNLLCA - Cllr Thurston's Memorial bench service is likely to be 23 or 24 August, NALC & ERNLLCA Executive Committee and HTC will be invited.

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Chairman of Finance & General Purposes Committee