

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
25 January 2024

Present: In the Chair – Cllr S Gallant
Cllrs: Mrs S Banks, C Billany, J Brindley, J Dennis, P Hinch, Mrs B Goldspink, 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 14 December 2024 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

- 3.1 ERNLLCA's HR training fully booked, the Clerk was unable to secure Councillors places, new imminent.
- 3.2 Update on Farbank/Northern Powergrid – an agreement reached, Northern Powergrid would cover the cost of contractor to reinstate grass.
- 3.3 LCWIP update - Local Cycling & Walking Infrastructure, reply from the Senior Transport Officer, asking for idea for small schemes that could be added to the scheme of work. It was suggested that matting along Drapers for cyclist and walkers, particularly children going to the skate park. Any other ideas from Members would be passed to the Clerk for submission. Revisit the idea of the proposal of removable cycle bollards at the northern end of Market Place parking bays and motorcycle parking at the southern end of Market Place.
- 3.4 Gas pipeline is currently being re-laid in Market Place; road surfacing would follow from 6 February over 3 nights.
- 3.5 Water supply to Allotment site – the Clerk is gathering information and will provide an update in due course.

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 – January

The Schedule previously circulated to Members, will form part of the Minutes. Amended copy was circulated at the meeting and these will be checked and signed off before payment.

Resolved: that the schedule of payments for January 2024, signed by two Councillors, in the sum of £16,758.39 was approved.

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6. To receive an update on the financial position of the Council as at 31 December 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 31 December 2024.
Resolved: that the schedules showing receipts/payments made during December and the budget monitoring report were approved.
7. To approve Risk Reports for 'Provision of Website/internet Access', 'Public Buildings and Village Hall', and 'Street/Footway Lighting'.
The Chairman referred to the Risk Reports for 'Provision of Website/internet Access', 'Public Buildings and Village Hall', and 'Street/Footway Lighting'
Resolved: that the Risk Reports for 'Provision of Website/internet Access', 'Public Buildings and Village Hall', and 'Street/Footway Lighting' were approved as tabled.
8. To receive a report from the D-Day Working Group and to approve actions taken
The Clerk gave a report of the meeting held 11 January. At the previous meeting the working group considered ideas for the event for which the Clerk obtained quotes. At the meeting the Clerk was tasked with moving forward with the bookings and arrangements the working group discussed. The bunting is ready to line the street. The Clerk has authority to go ahead with booking within the budget as agreed.
Resolved: that the report was noted, and the actions taken were approved.
9. To receive a report from the Hedfest Working Group and to approve actions taken
Cllr Thompson gave a report of the meeting of the 10 January. Low attendance at the 4 January meeting, leading to the meeting being rescheduled for the 10 January and attendance was still low, although a constructive discussion was had. A number of options were discussed at length and the working group agreed to bring three options to the F&GP Committee.
Resolved: that the report was noted, and the actions taken were approved.
10. To agreed one of Hedfest Working Group's proposals for Hedfest 2024
The working group considered the feedback from Africa Studios and considered the proposed event plan. The working group were satisfied with the proposed event plan outlined, as a result three options were defined, and it was decided the three options would be put to F&GP Committee to agree which options to work with.
Option 1 – to work to the proposed event plan, based on date of 20 July and the working group would deliver the event. However, it would need to be better supported.
Option 2 – time against the working group and therefore a proposal not to go ahead this year but instead an event in 2025.
Option 3 – To work to the proposed event plan on 20 July and the event is delivered inhouse by the Clerk and Assistant Clerk (terms to be agreed, eg provided sufficient hours can be added to their working week, etc) to include raising addition funding other than EMRs, to manage all aspect of the event including working collaboratively with others eg the Church; any additional decision-making would be taken to the Hedfest Working Group who will meet monthly or as need for decisions to be made and the Working Group will report to F&GP Committee.
The decision of the working group was to bring the event back into the centre of town in part to reduce the cost of delivering the event. Members discussed the three options at length and noted that the workload would fall heavily on the members of the working group. The Clerk clarified the terms they would be required for the event to be delivered inhouse; extra hours (1 day per week for the Clerk and for the Assistant Clerk February – July), that the delivery is left to the Clerk and Assistant Clerk with monthly meetings with the working group (or as needed) and decision would be taken to the working group where authorisation is required.

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Resolved: that the Council would agree to move Hedfest forward following the option 3 for the event to be delivered inhouse by the Clerk and Assistant Clerk on the 20 July 2024; that this is would include seeking additional funding and hours for the Clerk and Assistant Clerk of 1 day each per week between February and July.

11. To review Standing Orders

Members reviewed the Standing Orders and noted the changes to the legislation presented by the Clerk that required the thresholds for public procurement to be increased to; over £214,904 for goods or services, or over £5,372,609 for public works (construction), and where the estimated total value is below the threshold but not more than £30,000. Members agreed the amendments to the thresholds.

Resolved: that the Council reviewed the Standing Orders and approved the amendment to the procurement thresholds to, over £214,904 for goods or services, or over £5,372,609 for public works (construction), and where the estimated total value is below the threshold but not more than £30,000.

12. To review Financial Regulations

Members reviewed the Financial Regulations and noted the changes to the legislation presented by the Clerk that required the thresholds for public procurement to be increased to; over £214,904 for goods or services, or over £5,372,609 for public works (construction), and where the estimated total value is below the threshold but not more than £30,000. Members agreed the amended thresholds.

Resolved: that the Council reviewed the Financial Regulations and approved the amendment to the procurement thresholds to, over £214,904 for goods or services, or over £5,372,609 for public works (construction), and where the estimated total value is below the threshold but not more than £30,000.

13. To consider MS3 telegraph poles wayleave

The Chairman referred to the email from MS3 in response to the Councils request for a wayleave if the poles remain in situ. The offer of £300 per pole on-off payment was not considered to be appropriate as the Council's other wayleaves are paid annually. A proposal was made to counter MS3's offer with a wayleave of £300 per pole, per year with a review at 5 years, if this is not acceptable the poles must be removed. An amendment to the proposal was put forward for a sum of £500 per pole, per year and a review at 5 years. The amended was put to the vote but failed to meet a majority. The original proposal was put to the voted and carried.

Resolved: that the Council would require a wayleave from MS3 of £300 per pole, per year with a review at 5 years; if this is not acceptable the poles must be removed from Town Council land and relocated elsewhere.

14. To consider ERYC's proposed extension of waiting restriction and yellow lines at the Junction of Draper's Lane

The proposed changes to the junction of Draper's Lane were previously circulated. Members agreed that these were acceptable changes.

Resolved: that the Council would agree to support the proposed changes.

15. To consider submitting evidence to ERYC council Tax Support Review Panel

Resolved: that the Council noted the Tax Support Review

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16. To note Archaeological Survey for Flood Alleviation Plan

Members noted the planned dates for the excavation works on the Gannock. The Clerk would ascertain what happens to any artifacts found during the dig. The Council would request that any finds remain within Hedon/Hedon Museum.

Resolved: that the Clerk would ascertain what happens to any artifacts found during the dig

Resolved: that the Council would request that any finds remain within Hedon/Hedon Museum

14. Correspondence

No correspondence

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

15.1 Cllr Goldspink ask if there had been an outcome about the request for more disabled parking by the Church. The Clerk reported the outcome to the Council following the request earlier in the year – will forward the response to Cllr Goldspink.

15.2 Cllr Thompson asked about user figures for the Community Bus. The Clerk confirmed that figures are usually sent to the Council around the end/beginning of the financial year but will request figures to date.

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Chairman of Finance & General Purposes Committee

