

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 March 2024

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 S Wright
Kim Gray (Town Clerk)

Cllr Gallant ask all in attendance to stand for a minute silence to remember former Hedon Town Councillor and Honorary Freeman of Hedon Neil Black

1. Apologies for Absence
Cllrs: no apologies
2. Confirmation of the Minutes
The Minutes of the meeting of the Finance & General Purposes Committee held on 22 February 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 Update on GDF – due to a vote by ERYC full Council to make ER nuclear free the project would go no further.
 - 3.2 Update on the pothole situation – received confirmation that all the areas that were reported to ERYC would be addressed some work had already been carried out.
 - 3.3 Update on additional disable parking bays – Members consider a further response from ERYC previously circulated. The Clerk would prepare a letter laying out the Council's request for Cllr Dennis to present to the portfolio holder responsible to put the matter on the right desk.
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 – March
The Schedule previously circulated to Members, will form part of the Minutes.
Resolved: that the schedule of payments for March 2024, signed by two Councillors, in the sum of £39,353.44 was approved unseen, subject to the schedule being checked by the Chairman and Vice Chair.
6. To receive an update on the financial position of the Council as at 29 February 2024
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 29 February 2024.
Resolved: that the schedules showing receipts/payments made during February and the budget monitoring report were approved.

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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 the Asset Register as at 31 March 2024
The Chairman referred to the Asset Register; previously circulated.
Resolved: that the Asset Register at 31 March 2024 was approved
9. To receive a report from the Events Working Group and to approve actions taken
Cllr Banks gave a report from the Events Working Group. Scruffs Dog Show 20 April at Haven Arms everything is ready for the event. It was proposed that a stall pitch of £10. Hedon Calendar 2024, it was proposed that the Calendars for 2025 would be sold at £5 and sponsorship would be £30 and to print 250 copies. Theme for the calendar is Councillors favourite place in Hedon, Councillors would supply landscape photograph and a small commentary of why the location was chosen by the end of June. A Treasure Hunt planned for October.
Resolved: that the report was noted, and the actions taken were approved.
 - Scruffs Dog Show stall pitch £10
 - Hedon Calendar 2025 will be sold for £5
 - Sponsorship £30
 - Print run 250 copies
10. To receive a report from the Hedfest Working Group and to approve actions taken
Cllr Thompson gave a report from the Hedfest Working Group. The arrangements for the event are all on track. It was proposed that stall pitch £35 per stall, food vendor £70-00 size dependant, any income from the bar would be split between HTC: church 60:40.
Resolved: that the report was noted, and the actions taken were approved.
 - Stall £35
 - Food & drink vendors £70-100 depending on size.
 - Any income from the bar would be split Town Council and St Augustine's Church 60:40
11. To receive a report from the D-Day Working Group and to approve actions taken
Cllr Billany gave a report from the D-Day Working Group. Arrangements are progressing on schedule. A running order is in place. The 8am Proclaim will be read at 7pm to start the event as there was no one available in morning. The Fish and Chip shops were contacted. Cadets have responded today with plans to bring the drums to perform a display. It was agreed the Choir would receive a donation for their time.
Resolved: that the report was noted, and the actions taken were approved.
12. To consider the repairs to the Church Clock
The Chairman referred Members to the quote received from Smith of Derby for repairs to the hammers on the Church Clock. The repair was included in the budget for the financial year 2024-25. Members agreed to proceed with the repairs as quoted £7,495
Resolved: that the Council would approve the repairs to the Town Clock as per the quote from Smith of Derby for £7,495 + VAT
13. To consider extending Hedon Bus Service No.84 to an additional day each week
Cllr Thompson proposed that the Hedon Bus Service could be extended to another day, Friday, and reported that funding was available. Town Council would need to find 50% of the cost and ERYC has agreed to cover the other 50% of the costs. The service is currently well used and this is reflected in the contribution that Town Council would make for 2023/24 estimated to be £1800-2000. The Clerk noted that this was not in the budget for 2024-25. It was proposed that the additional service could be trial for a year with a

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potential overspend on the budget to access the uptake, should the service prove not to be sufficiently utilised then it could be dropped the next year or if successful built into budgets moving forward. It was proposed that an application would be made to ERYC with a view to trialling the service for a year on a Friday and subject to HART having availability.

Resolved: that the Council would agree to a one-year trial of an addition service of one day on a Friday for the Hedon Bus Service No. 84, and make an application to ERYC to request funding from the Bus Strategy Enhanced Bus Partnership Fund.

14. To review the 'List of Charges and Payments' document

Cllr Banks and Cllr Goldspink declared interests in this item as Trustees of the Alexandra Hall
Members considered the current charges and payments as follows:

Hanging baskets 2024

To approve supplier for hanging baskets – Members considered the blind quote comparison from two local suppliers.

Resolved: that the supply of hanging baskets would be awarded to Sheppard Nurseries at £17 for new basket, £13 to refill existing baskets

To approve charges for hanging baskets – Members noted last year's charge of £20 and agreed that charges would remain the same.

Resolved: that hanging baskets would be charged out at £20

Town Hall Letting

The Chairman noted that fees for lettings had remain the same for past 3 years, over which time inflation rose by approximately 25%. It was proposed as follows:

- Public Inquires (full day) rate increased to £300,
- Public Inquires (half day) rate increased to £175,
- Dinners remain at £75,
- Meetings (per half day) rate increased to £75

Resolved: that Town Hall letting fees for public inquires - full day would increase to £300 and half day would increase to £175; dinners would remain at £60 and meetings per half day would increase to £75

Horsefield Lease

An increase to £175 was proposed. The Clerk advised Members that the tenant is invoice January to December and the invoice for 2024 and had already been raised.

Resolved: that the Horsefield lease would increase to £175 for 2025

Wayleaves

All wayleaves would remain unchanged.

Resolved: that all wayleaves would remain unchanged

Alexandra Hall ground rent

An increase to £50 was proposed.

Resolved: that Alexandra Hall ground rent would increase to £50

Cemetery Fees

The Chairman suggested comparing the fees against other neighing cemeteries and review next month.

Resolved: that the Council would review cemetery charges at the next meeting once the Clerk had acquired comparison charges

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15. To consider a new three-year insurance agreement
The Chairman referred to the cost from Zurich. Another quote was sort but did not supply a quote; this was from the company who had taken over BHIB. Member agreed to stay with Zurich based on the quote of £6,452.31 (LTA) for 3 years.
- Resolved:** that the Council would renew the Council insurance with Zurich with a long-term agreement discount over 3 years for £6,452.31 for 2024/25
16. To consider sponsoring advertisement at Hedon Cricket Club 2024
The Chairman noted that the Town Council had previously taken tier 4 sponsorship. Members agreed to sponsor the club at tier 4 for 2024
- Resolved:** that the Council would renew tier 4 sponsorship for 2024
17. To consider request from Hed'on Inn to locate benches in Iveson car park
The Chairman referred to the use of the land in previous years. It was agreed to allow the use subject to the same terms as last year with an increase in the fee to £125.
- Resolved:** that the Council would allow the use subject to the same terms as last year with an increase in the fee to £125
18. To consider 5 MS3 telegraph poles located on Town Council land
The location of the 5 telegraph poles were only recently identified; the General Works Supervisor discovered poles on Town Council land in course of his work. Installation was on going until at least week commencing 18 March. Town Council offered to accept a wayleave from MS3 when poles were found to have been installed on Council land in Merryman Garth, but this was rejected and as agreed MS3 were then asked to remove and re-site 3 poles. Members considered the matter and based on the refusal to accept proposed wayleave, Town Council would instruct MS3 to remove and relocate 4 No. telegraphs poles in Ainslie Road and 1 No. telegraph pole in St Anthony's Drive that are currently installed on Town Council land.
- Resolved:** that the Council would instruct MS3 to remove and relocate 4 No. telegraphs poles in Ainslie Road and 1 No. telegraph pole in St Antony's Drive that are currently installed on Town Council land.
19. To consider MS3 telegraph poles that are potentially treated with creosote
The Chairman noted that correct procedure for treated telegraph poles would be to give the treatment time to dry out for a few weeks before installation. An increasing number of poles were seen with hessian jackets applied as the drying process appeared to have been omitted and creosote was leaking down the poles and contaminating the surrounding area. MS3 have agreed that any leaking poles should be reported would be dealt with. However, the Council are aware that MS3's reputation for adhering to their word is without merit. The matter has been reported to Bill Manby, Highways ERYC, and ERYC Officers are keeping an eye on other MS3 installations. MS3 claim, moving forward, they would use eco-poles, but only when they have used up the stock of standard poles. The substance is carcinogenic and the hessian jacket is not seen as a solution as it still seep down the pole to the ground, as well as the use of unsightly wooden slats securing the hessian to poles being an eyesore. A question was raised about how well MS3 were progressing with the survey of the pole and it was agreed that the Clerk would write to MS3 to request a list of the pole that would see action being taken. It was noted that treated poles should not be in private gardens or service strips these should be Eco poles; Eco pole should also be installed in recreation areas and near schools and such places. The Council office will report the list of poles compiled by the community group to ERYC.
- Resolved:** that the Council would request how the survey of poles is progressing and to provide an update on what was found and when it will be completed and flag the issue of locating treated poles on inappropriate areas.

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20. Update on form Councillor Ledger's photograph

The Chairman referred to advice received from ERNLLCA on the matter and previously circulated. Members agreed to return the photograph to Mr Ledger but not the frame.

Resolved: that the Council would return Mr Ledger the unframed Mayoral photograph

21. To change date of F&GP from 23 May to 30 May

Resolved: that the Council would note the change

22. Correspondence

22.1 Dogger Bank update – the pipeline from the Dogger Bank wind farm planned for Salt End green hydrogen production would not go ahead as a connection to the network via Cottingham would be using instead

22.2 ERYC Hedon Outdoor Public Wifi – members noted the new service

22.3 Freedom Parade on 28 April is cancelled – members noted the cancellation

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

23.1 Review the outstanding invoices for sponsorship of the 2024 Calendar

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Chairman of Finance & General Purposes Committee

FINANCE SCHEDULE - March 2024

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
01.03.24	K Gray	Cellophabe for window	5.82	1.17	6.99	Bacs309	6.99					
01.03.24	K Gray	light filter for church lights	8.32	1.67	9.99	Bacs310	9.99					
01.03.24	K Gray	Purple light filters	8.32	1.67	9.99	Bacs311	9.99					
08.03.24	Hedon Garage	Repair to damaged mirror on car	113.04	0.00	113.04	Bacs312	113.04					
08.03.24	Steven Griggs	Replacement CCTV Camera office	400.00	0.00	400.00	Bacs313				400.00		
14.03.24	Emlica	Year End Training	40.00	8.00	48.00	Bacs314				48.00		
28.03.24	ERYC	Salt Bins Maintenance	147.00	29.40	176.40	Bacs315				176.40		
02.03.24	Kcom	Bundle Services Rentals	106.99	21.39	128.38	DD316	128.38					
01.03.24	FR Scott Ltd	Button Socket Screws	9.60	1.92	11.52	Bacs317	11.52					
01.03.24	Ofcom	Radio Licence Fee	75.00	0.00	75.00	Bacs318				75.00		
01.03.24	Ripon Ground Care	filter,oil,sparkplugs for tractor	176.39	35.26	211.65	Bacs319				211.65		
18.03.24	British Gas	Electric bill	21.32	1.06	22.38	DD320	22.38					
20.03.24	KRL	Photocopier charges	27.35	5.47	32.82	Bacs321				32.82		
01.03.24	KRL Group	Feb Photocopier charges	29.90	5.98	35.88	Bacs322				35.88		
28.03.24	D3 Office	Recycled Paper	17.11	3.42	20.53	Bacs323				20.53		
29.02.24	ERYC	Temp Event License	21.00	0.00	21.00	Bacs324	21.00					
27.03.24	O2	Mobile Bill	31.78	6.36	38.14	DD325	38.14					
01.03.24	Hedon Green Print	Business Cards printing	219.50	0.00	219.50	Bacs326				219.50		
28.03.24	Holderness H.Beat	Newsletter Dec/Jan 24	480.00	0.00	480.00	Bacs327				480.00		
28.03.24	Woodmarket	Repair Play muga frame	65.00	0.00	65.00	Bacs328				65.00		
16.03.24	Kcom	Voice Services	32.97	6.59	39.56	DD329	39.56					
28.03.24	Vision ICT	Website Hosting	384.00	76.80	460.80	Bacs330				460.80		
28.03.24	BNP Paribas	Photocopier rental	245.96	49.19	295.15	DD331	295.15					
01.03.24	Euroloos	Hedfest Toilets	210.00	42.00	252.00	Bacs332	252.00					
29.02.24	Africa Studios	Hedfest 2024 live sounds PART	4500.00	900.00	5400.00	Bacs333	5400.00					
31.03.24	Kcom	Rental Services	54.99	10.99	65.98	DD334	65.98					
28.03.24	Johnson of Hedon	Various items	13.19	2.64	15.83	Bacs335				15.83		
31.03.24	Kcom	Wifi Hedon Police	49.99	9.99	59.98	DD336	59.98					
28.03.24	ERYC	Cllr Badge	4.30	0.86	5.16	Bacs337				5.16		
28.03.24	Fuelcard	Fuel	58.34	11.67	70.01	Bacs338	70.01					
28.03.24	Upstream	Stationery/Hard drive	198.89	32.98	231.87	Bacs339				231.87		
08.03.24	P Johnson	Mayoral Calendar	10.59	0.00	10.59	Bacs340	10.59					
28.03.24	Streetscape	Repairs and new swings	14950.00	2990.00	17940.00	Bacs341				17940.00		
28.03.24	M&G Transport	Transport of Portrait	1033.00	206.60	1239.60	Bacs342				1239.60		
22.03.24	Total Energies	Electric Bill Hall	31.02	1.56	32.58	DD343	32.58					
22.03.24	Total Energies	Electric Bill Market Place	12.99	0.65	13.64	DD344	13.64					
18.03.24	British Gas	Gas Bill Office	146.56	7.32	153.88	DD345	153.88					
	Salaries	Wages	7501.38	0.00	7501.38					7501.38		
	HMRC	PAYE & NI	2158.66	0.00	2158.66					2158.66		
	ERPF	Pensions	1280.56		1280.56					1280.56		
			34880.83	4472.61	39353.44		6754.80	0.00	10940.60	21658.04		

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