

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 June 2024

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

1. Apologies for Absence
Cllrs: Mrs B Goldspink (prior commitment), Ms Storr (prior commitment).
2. Confirmation of the Minutes
The Minutes of the meeting of the Finance & General Purposes Committee held on 30 May 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 the MS3 Pole Survey data – email from Guy Miller (MS3 – CEO). Creosoted poles are being wrapped. Dig permits for Station Lane are for lay cable for underground infrastructure. Ward Cllrs are waiting to hear more from ERYC Streetscene. Work is due to begin in Preston at the traffic lights and will cause traffic disruption.
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 – June
The Schedule previously circulated to Members, will form part of the Minutes.
Resolved: that the schedule of payments for June 2024, signed by two Councillors, in the sum of £28,653.33 was approved.
6. To receive an update on the financial position of the Council as at 31 May 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 31 May 2024.
Resolved: that the schedules showing receipts/payments made during May and the budget monitoring report were approved. The Chair and Deputy Chair will review the Budget after the Summer recess.
7. To approve Risk Reports for 'CCTV', 'Cemeteries/Churchyards', and 'Clock'
The Chairman referred to the Risk Reports for 'CCTV', 'Cemeteries/Churchyard', and 'Clock'
Resolved: that the Risk Reports for 'CCTV', 'Cemeteries/Churchyards', and 'Clock' were approved as tabled.

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8. To receive a report from the Hedfest Working Group and to approve actions taken
Cllr Thompson gave a brief report, everything is running to schedule and the risk assessments for the event previously circulated requires approving. The next 12 noon 5 July is the final meeting before the event.
Resolved: that the report was noted, and the risk assessments were approved.
9. To receive a '20 is Plenty' update
The Chairman referred to Transport officers two weeks ago, Hedon will go ahead as the pilot for the project. ERYC Consultation Team will be put this in motion. The timetable for implementation would be scheduled for September. ERYC considered that the whole town would be 20mph including New Road and Thorn Road. Inmans Primary children produced '20 is Plenty' posters, Cllr Wright would organise a group to judge the posters and to have the posters on the walls for the consultation.
Resolved: that the Cllr Wright would organise a group to judge the posters from Inmans Primary School
10. To consider HTC grant fund request from Hedon Nursery School for £1,887
Cllr Rommell declared a personal interest in this item as a Governor of the Nursery School
The Chairman referred to the application from Hedon Nursery School previously circulated. The request would take a significant amount of the remain funds for this financial year. The Clerk advised that the Internal Auditor highlighted the need to maintain appropriate level of reserves. After due consideration it was proposed that the full amount would be awarded.
Resolved: that the Council would grant Hedon Nursery School £1,887
11. To consider a bleed kit
Cllr Billany spoke about the benefit of a bleed kit accessible in Hedon. The Clerk to make enquiries whether planning would be required to enable the secure box to be mounted on the side of the Town Hall. Members agreed to purchase a kit and box to be mounted on the Town Hall wall from supplier two, subject to securing appropriate planning permission if required.
Resolved: that the Council would agree to purchasing a bleed kit and box from subject to securing appropriate planning permission.
12. To confirm parameters of the Cemetery Working Group
The Chairman Remit to discuss the changes to cemetery rules regarding Planting Membership. The views of the Cemetery Supervision and the General Works Supervisor would provide feedback. A wider survey or consultation would be required, and the public would be asked to submit their ideas on the cemetery. Members agreed that all Councillors, Cemetery Supervisor, General Works Supervisor and 5 members of the public would form the working group. The meeting would be broadcast to the wider public through the Council's social media, website and noticeboards. The meeting would be held at 6pm to allow those that work attend. The Chairman asked the members of the public present to let the Council know if they would like to joining the working group.
Resolved: that the Council would form the Cemetery Working Group with all Town Councillors, Cemetery Supervisor, General Works Supervisor and 5 members of the public.
13. Correspondence
- 13.1 Email received today from a member of the public about the cemetery – the Clerk will circulate the email to all Councillors
- 13.2 First Aid training through ERLICA available to Councillor – Cllr Billany and Pocklington would like to attend.
- 13.3 Yorkshire Water have exposed manhole in the hedge line of Greville Road Playing Field and would locate a marker post to assist with identifying its location in the future.
- 14.4 Letter of thanks from Hedon Museum - noted

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14. Members' points of information and items for the agenda
 - 14.1 Councillors attendance of training courses – places booked are often not attended, would Councillors ensure that they attend or contact the Clerk well in advance, at the very minimum one week, to allow the booking to be cancelled.

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Chairman of Finance & General Purposes Committee

FINANCE SCHEDULE - June 2024

Handwritten: *cllr Rockliffe*

Handwritten: *cllr Hinch*

Date	Name	Description	Net Amount	VAT	Total Amount	Ref No	Already Pd	Cheques Pd	Salaries	Invoices to be pd	Signed off by Cllr	Signed off by Cllr
28.06.24	Woodmarket	Cutting deck repair	50.00	0.00	50.00	Bacs057				50.00	GR	GR
21.06.24	Waterplus	Water charges	411.97	0.00	411.97	DD058	411.97				GR	GR
28.06.24	KRL Limited	Copier Charge	5.00	1.00	6.00	Bacs059				6.00	GR	GR
24.06.24	total Energies	Town Hall Electric	51.31	2.56	53.87	DD060	53.87				GR	GR
24.06.24	total Energies	Market Place Electric	12.67	0.63	13.30	DD061	13.30				GR	GR
14.06.24	Koom	Voices Services	32.97	6.59	39.56	DD062	39.56				GR	GR
31.05.24	Marshalls	Penny Throwing	22.88	0.00	22.88	Bacs063	22.88				GR	GR
28.06.24	Johnsons of Hedon	Various items - workshop	27.79	5.56	33.35	Bacs064				33.35	GR	GR
28.06.24	Sheppards Nurseries	Hanging Baskets	1597.00	0.00	1597.00	Bacs065				1597.00	GR	GR
05.06.24	British Gas	Electric Bill	41.01	2.05	43.06	DD066	43.06				GR	GR
28.06.24	Imperative	Defib Pads	84.95	16.99	101.94	Bacs067	101.94				GR	GR
28.05.24	Smith of Derby	5 x Hammers for church clock	4497.00	899.40	5396.40	Bacs068	5396.40				GR	GR
06.06.24	Fireworkers	Beacon Lighting	125.00	25.00	150.00	Bacs069	150.00				GR	GR
28.06.24	Holderness Tyres	Tyre puncture	83.50	16.70	100.20	Bacs070				100.20	GR	GR
01.06.24	BNP Paribas	Photocopier Rental	245.96	49.19	295.15	Bacs071				295.15	GR	GR
28.06.24	Ripon Care	Mower and Brushcutter	861.43	172.29	1033.72	Bacs072				1033.72	GR	GR
28.06.24	County Supplies	Stationery	67.17	13.43	80.60	Bacs073				80.60	GR	GR
17.06.24	British Gas	Gas bill	48.75	2.43	51.18	DD074	51.18				GR	GR
05.06.24	British Gas	Gas Bill May	261.95	13.09	275.04	DD075	275.04				GR	GR
05.06.24	British Gas	Electric Bill (May)	16.59	0.82	17.41	DD076	17.41				GR	GR
25.06.24	Low fuelcard	fuel	58.34	11.67	70.01	DD077	70.01				GR	GR
06.06.24	Larks	D Day celebrations	150.00	0.00	150.00	Bacs078	150.00				GR	GR
07.06.24	Marshalls	D Day Marshalling	228.80	0.00	228.80	Bacs079	228.80				GR	GR
01.06.24	Low fuelcard	Fuel Feb 24	58.34	11.67	70.01	Bacs080	70.01				GR	GR
01.06.24	total Energies	Aprils Electric	57.94	2.90	60.84	Bacs081	60.84				GR	GR
01.06.24	British Gas	Electric Stores	54.94	2.75	57.69	Bacs082	57.69				GR	GR
01.06.24	British Gas	Electric Bill Depot	40.02	2.11	42.13	Bacs083	42.13				GR	GR
01.04.24	British Gas	Electric Bill	20.11	1.00	21.11	Bacs084	21.11				GR	GR
01.04.24	Koom	Bundle Services	54.99	10.99	65.98	Bacs085	65.98				GR	GR
01.04.24	Koom	Voice Bundles	49.99	9.99	59.98	Bacs086	59.98				GR	GR
01.04.24	British Gas	Gas bill	373.86	18.69	392.55	Bacs087	392.55				GR	GR
28.06.24	KRL Limited	Photocopier charges	29.24	5.85	35.09	Bacs088				35.09	GR	GR
30.06.24	Purchase Power	Franking	208.75	0.00	208.75	Bacs089	208.75				GR	GR
28.06.24	C S Enterprises	Clothing for lads	162.80	32.56	195.36	Bacs090				195.36	GR	GR
28.06.24	St Johns Ambulance	Mayor Making	114.40	22.88	137.28	Bacs091				137.28	GR	GR
13.06.24	Africa Studios	D Day Event	920.00	184.00	1104.00	Bacs092	1104.00				GR	GR
28.06.24	ERYC	50% Contribution for Hedon Bus	1734.00	0.00	1734.00	Bacs093				1734.00	GR	GR
18.06.24	Piper for all occasions	D Day	125.00	0.00	125.00	Bacs094	125.00				GR	GR
28.06.24	Vision ICT	Domain renewal	65.00	13.00	78.00	Bacs095				78.00	GR	GR
18.06.24	City of Hull pipe band	Performance at D Day	300.00	0.00	300.00	106772	300.00				GR	GR
28.06.24	ACS Group	Envelopes and labels	177.06	35.41	212.47	Bacs096				212.47	GR	GR
17.06.24	J Johnson	USB Cable	4.16	0.83	4.99	Bacs097	4.99				GR	GR
18.06.24	Gov.uk	Land Registry	12.00	0.00	12.00	Bacs098	12.00				GR	GR
						Bacs095						
	Salaries	Wages	11372.81	0.00	11372.81				11372.81		GR	GR
	HMRC	PAYE & NI	861.29	0.00	861.29				861.29		GR	GR
	ERPF	Pensions	1280.56		1280.56				1280.56		GR	GR
			27059.30	1594.03	28653.33		9550.45	0.00	13514.66	5688.22		