

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
24 October 2024

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

1. Apologies for Absence

Cllrs: Mrs S Banks (illness) and Ms Storr (prior commitment).

2. Confirmation of the Minutes

The Minutes of the meeting of the Finance & General Purposes Committee held on 26 September 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 Council Training- the Clerk is waiting for some Councillors to respond to email with date and times that are best for training session to be organised. – Assistant Clerk will forward dates and email to Councillors that have not replied and ask for a respond as soon as possible

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 – September

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

Resolved: that the schedule of payments for October 2024, signed by two Councillors, in the sum of £23,222.09 was not all approved.

6. To receive an update on the financial position of the Council as at 30 September 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 30 September 2024

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

7. To approve Risk Reports for 'Gifts', 'Land', and 'Litter Bins

The Chairman referred to the Risk Reports for Gifts, Land and Litter Bins Policy which had been circulated' to members

Resolved: that the Council reviewed the Risk Reports for Gifts, Land and Litter bins report was agreed it was fit for purpose as tabled

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8. To approve task specific Risk Assessments '004 Hedge-Trimming, '005 Cleaning' and '006 Litter Picking
The Chairman referred to the Risk Assessments 004 Hedge Trimming, 005 Cleaning and 006 Litter Picking
Resolved: that the task specific Risk Assessments 004 Hedge Trimming, 005 Cleaning and 006 Litter Picking were approved as tabled but subject if any changes occur
9. To adopt Sexual and General Harassment Policy and Procedure
The Chairman referred to the Sexual and General Harassment Policy and Procedure documents which had been circulated to Members. It was agreed to approve this policy Cllr Rommell requested that the above policy to cover Councillors as well '
Resolved: that the Council would approve 'to adopt Sexual and General Harassment policy and Procedure and agreed the policy was fit for purpose as tabled if the additions would be added. Assistant Town Clerk would check and report back
10. To review Asset Policy
The Chairman referred to the Asset which had been circulated to Members.
Resolved: that the Council reviewed the Asset Policy and agreed as tabled.
11. To review Bereavement Policy
The Chairman referred to the Dignity at Work Policy which had been circulated to Members.
Resolved: that the Council would adopt the Bereavement Policy as tabled.
12. To review Metal Detecting on Council Owned Land Policy
The Chairman referred to the Metal Detecting on Council Owned Land Policy which had been circulated to Members.
Resolved: that the Council reviewed the Metal Detecting on Council Owned Land Policy and agreed it was fit for purpose as tabled.
13. To receive a report from the Hedfest Working Group
Cllr Thompson, as Chair of the Working Group, gave a report of the events working group on 11th October 24 and would like to have Hedfest again in 2025 and on the same lines as this year but this depends on if the staff being willing to take lead Cllr Thompson reported that they would have an answer from the staff at the next working group and would report back to F & G P at next meeting. Next Hedfest working Group is 8th November at 12 noon Cllr Brindley mentioned the times of the stalls of last Hedfest and would they be the same as he had been told some left early. Assistant clerk replied as some stalls had sold all items that was reason for early leaving for the next Hedfest as Cllr Brindley
14. To receive a report from the Events Working Group
Cllr Thompson gave a report. The Hedon Calendar are on sale at three locations, J Dennis, Occasions and Apron Strings and the Events working Group are looking at have a market stall on Wednesday the 30 October. Councillors to take it in turns to sell Cllr Hinch and Cllr Pocklington 30.10.24, Cllr Dennis and Cllr Pocklington (6.11.24) Cllr Billany and Cllr Thompson on 13/11/24 to sell calendars. The next Event Working Group meeting will follow the Hedfest meeting on Friday 8 November at approximately 1pm.
Resolved: that the report was noted

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15. To receive a report from the '20 is Plenty' Working Group
Cllr Gallant reported to the F & G P on an update on 20 is Plenty Working Group. The Consultation has been extended for another 2 weeks and is for an update from ERYC and will keep F & G P members updated
Resolved: that the report was noted and actions taken were approved
16. To approve the Christmas Lights, Switch On Event Risk Assessment
The Chairman referred to the Christmas Light Switch on Event Risk Assessment which has been circulated to Members
Resolved: that the Council reviewed the Christmas light Switch on Event Risk Assessment and agreed it was fit for purpose as tabled
17. To approve the Remembrance Day Parade Risk Assessment
The Chairman referred to the Remembrance Day Parade Risk Assessment which had been circulated to Members.
Resolved: that the Council reviewed the Remembrance Day Parade Risk assessment and agreed it was fit for purpose as tabled
18. To consider quotes to install blind at the Council Chamber windows and update on arrangements for curtain alterations
The Chairman referred to the two quotes to install blinds in the Council Chamber windows
Resolved:- that the Council agreed to contractor B subject to seeing colours of fabric. Cllr Goldspink is still looking for a seamstress to repair curtains and will report back
19. To consider installing a new solar powered streetlight
The Chairman noted that the Clerk had liaised with ERYC prosperity fund to see if any funding would be available. ERYC replied back and unfortunately no funding available at present regarding the Solar powered streetlight
Resolved:- Council members agreed to postpone the Solar lighting installation in Grape Lane and defer until next year
20. To agree topics to submit to ERYC Overview and Scrutiny Committee for 2025-26
The Chairman referred to the ERYC Overview and Scrutiny committee for 2025-26 and the Members agreed to submit a couple of topics. Before 6th December 24
Resolved: topics to be submitted are Cycle Lane Policy and a S.E.N.D Provision general application
21. Correspondence
 - 21.1 Hedon Nursery School sent a letter of thank you for their Grant
 - 21.2 An email had come in to ask if their plot could be bought back as they had moved away. Council agreed less 10% admin fee
 - 21.3 Cllr Dennis mentioned the Open Day on Saturday 26th at Preston Fire Station and would be worth a visit

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In Camera

22. To exclude the press and public in accordance with The Public Bodies (Admission to Meetings) Act 1960
Agreed
23. Correspondence
An email was circulated to Members by Cllr Brindley requesting the Council to support A Business in Hedon who is looking to introduce a new 40hr contract application to allow the East Riding Pharmacy to operate within its core hours and would like the Council to give a letter of support that could be given to Integrated Care Board to help support the application.
Resolved: The Council agreed that they would forward a letter of support that would be passed on to the Integrated Care Board
24. Members' points of information and items for the agenda
None

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Chairman of Finance & General Purposes Committee