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 September 2026

Present: In the Chair – Cllr S Gallant
Cllrs: S Archer, C Billany, J Brindley, J Dennis, B Goldspink, P Hinch, S Rommell, D Storr and S Wright
C Addy (Town Clerk)

1. Apologies for Absence
Cllrs: S Banks, (Prior Commitment), P Hinch (Prior Commitment) and G Pocklington (Prior Commitment)

2. Confirmation of the Minutes
The Minutes of the meeting of the Finance & General Purposes Committee held on the 23 July 2026 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
Resolved: There were no updates to the minutes.

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 Schedules – Aug 2026 and Sept 2026
The Schedules previously circulated to Members, will form part of the Minutes.
Resolved: that the schedule of payments for August 2026, signed by the Chair and Deputy Chair of the F&GP Committee, in the sum of £56,163.41 was approved.
Resolved: that the schedule of payments for September 2026, signed by two Councillors, in the sum of £22,783.55 was approved

6. To receive an update on the financial position of the Council as at 31 Aug 2026
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 August 2026. The Chairman noted that there had been some major outlays over the summer and that caution needed to be exercised over any unplanned expenditure not already included in the budget. More information would be coming soon on the extra income from the parish boundary change from May 2027 with Preston South being included in the Hedon town boundary and the assets that would be handed over the Town Council when the change comes into effect.
Resolved: that the schedules showing receipts/payments made during July and August 2026 and the budget monitoring report were approved.

7. To review Risk Assessments for Council Property & Documents, Data Protection, Employment of Staff, Financial Management and Gifts
The Chairman referred to the Risk Reports for Council Property & Documents, Data Protection, Employment of Staff, Financial Management and Gifts, all members discussed the Risk Reports and approved them as tabled.

Resolved: that the Risk Assessment Reports for Council Property & Documents, Data Protection, Employment of Staff, Financial Management and Gifts were approved as tabled

8. Hedon Market 'Licence to Occupy' – update
Following on from the discussion at the July F&GP meeting Members were happy to remain with Mr G Ward as the Market Manager.

Resolved: that the Council would renew the Market Licence arrangement with Mr G Ward at the same rate of income

9. To review Payments and Charges documents
The Chairman referred to the Payments and Charges documents which had been previously circulated. After discussion Members agreed that the Cemetery charges should remain as they were; other payments and charges should remain at the same rate and be reviewed again next year.

Resolved: that the Payments and Charges regarding the Cemetery, Town Hall hire, Wayleaves and Event charges would remain as they were and be reviewed again in 2027

10. Yorkshire Day Event 2027 Working Group - Update
The Town Clerk gave an update from the Working Group meeting; notes of that meeting had been circulated to Members previously. Grant applications were ongoing and sponsorship letters had been sent out but still needed members to chase where they had provided contact details. Itineraries for each day were being put together so a timeline would be available. Security and portaloos were now organised. The Ward Councillors would investigate any further pots of funding that may be available via ERYC. The next meeting will be held before the Property Committee Meeting on 8 October.

11 Events Working Group meeting - update
There had not been a meeting since the last F&GP Committee; but one was being arranged for the near future. The next event was a Flower Arranging Workshop in the Town Hall on Wednesday 1 October and then Xmas Lights.

12 To agree and authorise signature of SLA (1) and (2) Agreements for Street Lighting
The Chairman noted that ERYC had requested that Councils signed new SLA (1) and (2) agreements for their street lighting. The Town Clerk confirmed that the cost for the SLA (1) was £598 per year and the SLA (2) was £174 per year; both costs were included in the budget for town amenities.

Resolved: that the Council approved the SLA (1) and (2) agreements and the Town Clerk was authorised to sign the documents on behalf of the Council

13 To agree way forward re photocopier lease
The Chairman referred to the options on the table for the office photocopier following the increase in charges being put forward by the current supplier. The Town Clerk had investigated the alternatives and there was another option for a better, new machine which appeared to have better service arrangements that was currently on offer.

Resolved: that the Council would take out a lease for a new photocopier with Document Solutions at a monthly cost of £309.65 plus VAT over 63 months

14. To discuss parking problems at Market Hill
The issue had been raised at Public Participation and Cllr Storr had been looking into the problems; she asked if this item could be on the agenda for October when she would have more information for members.

15. To consider remaining questions from Public Participation Session (July)
15.1 How are correspondence items deal with – The Chair noted that items of correspondence that required a decision or required noting by Council were given an individual agenda item on relevant agendas or listed under the 'Correspondence' heading which appeared on all Committee agendas; other items were generally dealt with by the Town Clerk if they related to the day-to-day administration of the Council.
15.2 Maintenance cycle re wooden benches and signs – the Council had maintenance planned for the wooden entrance signs; but the repair or cleaning of traffic signs were under the remit of ERYC and were reported as and when work was needed. The Council looked after the benches it owned and the Works Supervisor regularly looked at what was required.

16. Correspondence
None

17. Members' points of information and items for the agenda
17.1 Cllr Brindley and Rommell pointed out that the bus shelter on New Road was in need of some repair and the Chairman agreed that bus shelter repair was something that was required prior to Yorkshire Day 2027.
17.2 Cllr Brindley pointed out some cracks in the ceiling of the Council Chamber. The Town Clerk said that cracks have been there for some time and were not a structural problem (they had been checked following the problems with the hallway/stairs ceiling collapse) but were due to the temperature changes in the building. Hopefully, the boiler replacement would solve this problem for the foreseeable future. Internal decoration of the Chamber would be looked at as part of the budget discussions.

…….
Chairman of Finance & General Purposes Committee