

**HESSLE TOWN COUNCIL**  
**Finance & Personnel Committee**  
**Wednesday, 8<sup>th</sup> April 2009 at 7.30pm**  
**Small Front Room**  
**Town Hall, South Lane, Hessle**

**MINUTES**

Present: Councillors Jenkins, Masson, Prattley (Chairman), Redmore and Shirtliff (Vice-Chairman).

Mrs V.Evers – Financial Consultant.

Apologies: Cllrs.Bratley and Davison.

**13500                    DECLARATION OF INTEREST:**

None were given.

**13501                    MINUTES OF PREVIOUS MEETING:**

(Masson/Jenkins)

**RESOLVED** to confirm as a correct record the minutes of the meeting held on 11<sup>th</sup> March 2009 and authorise the Chairman to sign.

*3 members voted for the proposal and 1 voted against therefore the motion was carried.*

**13502                    CHAIRMAN'S COMMUNICATIONS:**

None were received.

**13503                    FINANCE MATTERS:**

- a) Financial Report to 28<sup>th</sup> February 2009:  
(Jenkins/Shirtliff)

**RESOLVED** to receive the financial report as given.

- b) Schedule No. 114 – Receipts & Payments:

(Masson/Jenkins)

**RESOLVED** to receive Schedule No. 114 as given and authorise the Chairman to sign.

- c) Applications for Community Aid – 2009/10: It was resolved at the Finance & Personnel Committee meeting of 11/3/09, that the following maximum amounts are to be awarded at the discretion of the Council for Community Grants from 1/4/09, and are to be reviewed annually.

Starter Grant	£250.00
Equipment Grant	£250.00
Maintenance Grant	£200.00
Community Scheme Grant	£400.00 (One-off per annum)

- (i) Hessle District Guide Association: Details are given for consideration.

(Chair/Jenkins)

**RESOLVED** to award a maximum Equipment Grant of £250.00 for 2009/10 to the Hessle District Guide Association, to assist them in their purchase, against a receipt, of £154.00 for a play chute, £25.00 for a logo and £71.00 for hi-viz jackets.

- d) Suggestion and Request to the Finance & Personnel Committee (Various matters): A copy of Cllr.Bratley's letter is given for consideration with a response from the Financial Consultant.

(Chair/Jenkins)

**RESOLVED** noted and that we have discussed in as much details as we can deduce from Cllr.Bratley's letter, and that some of her suggestions will be considered by the Finance & Personnel Committee created at Full Council in May 2009. Cllr.Shirtliff will summarise the question that she thinks falls out of Cllr.Brattley's letter and update the Financial Consultant's response, and that Cllr.Prattley will assist her.

- e) Review of Financial Regulations: Deferred from F & P 11/2/09, 11/3/09 and referred from Full Council on

17/3/09, where it was resolved to refer back to F & P for more detailed consideration at its next meeting and to include Cllr.R.D.Tress' suggestions as given.

Each regulation was scrutinised by those members present.

(Chair/Shirliff)

**RECOMMEND** to Full Council that on the first agenda for each committee created following the May 2009 meeting of Full Council, those committees are given the responsibility of which lines of income/expenditure that they are responsible for and have to manage.

(Chair/Shirliff)

**RECOMMEND** to Full Council that the Finance & Personnel Committee would like to see the limit of £500.00 currently under Financial Regulation 3.4, raised to £2000.00. If approved, this would obviously affect Standing Order 33.2.

(Chair/Jenkins)

**RECOMMEND** to Full Council that the changes the Finance & Personnel Committee as made to the Financial Regulations and as recorded by the Town Clerk, be accepted and approved.

(Shirliff/Chair)

**RECOMMEND** to Full Council that they refer all items under Standing Order 33, being Standing Orders on Contracts, back to the Finance & Personnel Committee for a further review.

- f) Reimbursement of PCSO Salary for the Months of August and September 2008: Referred from Full Council on 17/3/09 where it was resolved noted and to ask the Finance & Personnel Committee for advice on what we spend the money reimbursed.

(Shirliff/Masson)

**RECOMMEND** to Full Council that the reimbursed sum of £5128.86 be ring-fenced for future expansion of the existing CCTV scheme.

**13504 FINANCE & PERSONNEL COMMITTEE - CLOSED-OUT**

**AGENDA ITEMS:** It was resolved at the previous meeting that the Town Clerk looks at any recommendations this Committee has made in the past year, and informs the Committee by way of a report as to whether or not any action had been taken. Her report is given for perusal.

(Chair/Shirliff)

**RESOLVED** that the Chairman of this Committee and the Town Clerk will draw up a list of regular contracts/tenders to ensure that all Committees are made aware of timescales, etc. for such actions.

(Chair/Jenkins)

**RESOLVED** to implement Standing Order 30.1 that in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded and they are instructed to withdraw.

*There were no members of the press or public present.*

13505

**PERSONNEL MATTERS:**

- a) Personnel Matter relating to the Christmas Lights Event 2008: It was resolved at the previous meeting to confirm the Chairman's actions thus – That he will write a report of the meeting with the complainant (26/2/09) and bring back to this Committee. The Chairman will also fulfil his obligation to write a report on the conclusion of the matter stating that no further action will be taken regarding the member in question. The Chairman will also ask ERNLLCA on the protocol regarding complaints against Councillors. The Chairman will write a draft letter to ERNLLCA then send it to the Manager of Help the Aged. (Jenkins/Masson)

**RESOLVED** to note the report as distributed and that a copy will be sent to ERNLLCA.

*2 members voted for the proposal and*

*Cllrs. Masson and Shirliff voted against the proposal.*

*The Chairman had the casting vote which was for the proposal, therefore the motion was carried.*

- b) Notice board Warden and Summer Basket Watering Warden Appointments: The Town Clerk has duly carried out the interviews as instructed and the successful applicants duly appointed.

(Shirliff/Jenkins)

**RESOLVED** noted the information as given.

- c) Allotment Sites – Volunteers assisting the Allotment Warden: Information for the next Environment Committee meeting on 12/5/09 is given for perusal.

(Shirliff/Jenkins)

**RESOLVED** noted.

*The meeting ended at 10pm.*

