

HESSLE TOWN COUNCIL
Finance & Personnel Committee
Wednesday, 14th April 2010 at 7.30pm
Small Front Room
Town Hall, South Lane, Hessle

MINUTES

Present: Councillors Bratley, Davison (Vice-Chairman), Prattley, Redmore and R.D.Tress (Chairman)

Mrs V.Evers – Financial Consultant

Apologies: Cllrs.Masson and Morrow.

13858 DECLARATION OF INTEREST:

Cllr. Davison declared both a personal and prejudicial interest in agenda item 4e(ii).

13859 MINUTES OF PREVIOUS MEETING:

(Davison/Prattley)

RESOLVED to confirm as a correct record the minutes of the meeting held on 10th March 2010 and authorise the Chairman to sign.

13860 CHAIRMAN'S COMMUNICATIONS:

- a) Draft Chairman's Report to the Annual Town Meeting: Members read through the draft as prepared by Cllr.R.D.Tress.

(Davison/Bratley)

RESOLVED to receive and approve the draft report as given.

13861

FINANCE MATTERS:

a) Financial Reports:

(Chair/Davison)

RESOLVED to receive the Financial Reports to 28th February 2010 as given.

b) Schedule 126 – Receipts & Payments:

(Prattley/Bratley)

RESOLVED to receive Schedule 126 to 28th February 2010 as given and authorise the Chairman to sign.

c) Bank Transfers since the previous meeting:

(Davison/Bratley)

RESOLVED to receive detailed confirmation of transfers between the bank current and savings accounts as read out by the Town Clerk, and authorise the Chairman to sign.

d) Audit Commission Recommendation: The Financial Consultant will report on the obtaining of a refund of overpaid tax going back 6 years, and of future arrangements with our bank once the information is available.

(Chair/Bratley)

RESOLVED noted that the bank will issue us with a statement of tax (going back 6 years) so that we may present it to the Inland Revenue. This is now awaited therefore the item will be kept on the agenda.

e) Community Aid – Applications for Grants:

Annual Review: To consider the maximum amounts that are to be awarded, at the discretion of the Council for Community Grants from 1st April 2010 from the full amount budgeted for 2010/11.
(Chair/Davison)

RESOLVED that the following amounts be awarded for 2010/11 from the £2000.00 budgeted –

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

To date applications have been received from the following groups

(i) Hessle Short Mat Bowling Club: Documents are given for consideration.

(Prattley/Chair)

RESOLVED that the Hessle Short Mat Bowling club be awarded the sum of £400.00 Community Scheme Grant (One-off) for 2010/11.

Cllr. Davison declared both a personal and prejudicial interest in the following item. He spoke only to give information then left the room whilst discussion and voting took place thereon.

(ii) Hessle Open Gate Way: Documents are given for consideration.

(Chair/Prattley)

RESOLVED that the Hessle Open Gate Way be awarded the sum of £200.00 Community Scheme Grant (One-off) for 2010/11. To state to the group that one of the issues brought before us was that only 10% of members are from

Hessle and that we encourage them to seek funding from other Parish Councils within a 5 mile radius.

Members will be copied with the criteria set down on the application forms for Community Grants from the Town Council.

- f) Financial Regulations and Standing Orders: Three pages of the new A4 format are attached for your perusal. As you are aware, these are currently being re-set by our printer and are nearing completion. When finished they will be inserted into a loose leaf file and circulated to members accordingly.

(Chair/Prattley)

RESOLVED to approve the new format as given and to note the typographical errors thus – Page 3, 4th line ‘forth’ should be spelt ‘fourth’, S/O 5.1 should have a capital ‘m’ and S/O 4.2 should have 2 l’s in ‘councilors’. That we now look forward to receiving the completed document in full.

Mrs Evers left the meeting for the following item even though the content was not deemed confidential.

13862

PERSONNEL MATTERS:

- a) European Directive on Working Hours: It was resolved at the previous meeting that a quarterly report on additional charges for caretaking duties over and above the normal room hire charges, are brought back to this Committee, as well as ensuring we are in line with the European Directive report as given.

Please find attached the first of the quarterly reports. European Directive working hours had not been exceeded during that period.

(Chair/Davison)

RESOLVED noted and that when Asset Management Committee have reviewed the situation regarding caretaker hours/user charges, that Finance & Personnel be issued with a copy of its conclusions. To continue with a quarterly report on an 'hours only' basis as worked by the Caretaker and Relief Caretaker re. adherence to the European Directive on Working Hours.