

Minutes of the Finance, Personnel & Asset Management Committee Meeting of Hessle Town Council held on Wednesday 2nd December 2020 at 7.30pm via ZOOM conference call in line with the temporary powers enabled by Section 78 of the Coronavirus 2020 Act.

HESSLE TOWN COUNCIL
Finance, Personnel and Asset Management Committee
Wednesday, 2nd December at 7.30pm
Via Zoom conference

MINUTES

Present: Councillors Carroll (Chairman), Davison (Vice- Chairman), Fordham, Nolan, Padden, Potter and Sutton

Mr Paul Hogan – Non-Voting Advisor

Clerk: Mrs Kim Cooper

19198 DECLARATION OF INTEREST:

The Chairman now read out the following – Members must declare their pecuniary or non-pecuniary interest in items at this meeting – *rather than personal and prejudicial interests* – and ensure that they act appropriately.

Cllr Sutton declared a non-pecuniary interest as she is a Town Council representative and Vice-Chairman of the Community Centre Organisation Committee.

Cllr Carroll declared a non-pecuniary interest as he is a Trustee of the Hessle Food Bank.

Mr Paul Hogan declared a non-pecuniary interest as he is a Trustee for the Hessle Youth Action Group and also for the Hessle Food Bank.

19199 MINUTES OF PREVIOUS MEETING:

(Padden/Sutton)

RESOLVED to confirm as a correct record the minutes of the Finance, Personnel and Asset Management meeting held on 11th November 2020 and authorise the Chairman to sign.

19200 CHAIRMAN’S COMMUNICATIONS:

None received.

19201 FINANCE MATTERS:

a) Income/Expenditure & Forecast Reports to 31st October 2020:

(Padden/Sutton)

RESOLVED to receive the financial reports as given.

b) Schedule No. 254 (Receipts & Payments)

(Padden/Sutton)

RESOLVED to receive schedule 254 to 31st October 2020 as given and authorise the Chairman to sign.

c) Bank Transfers since the previous meeting:

None actioned.

d) Income from Town Hall lettings – Comparative figures:

(Padden/Sutton)

RESOLVED to note the details as given.

e) Outstanding Invoices – Town Hall Lettings:

The Town Clerk confirmed that there is still an outstanding invoice for £25.80 that was for repayment of volunteer shopping during the earlier lock down period.

(Chair/Fordham)

RESOLVED that as this invoice has now been outstanding for a few months and we are unlikely to recover the funds as the person in question has now moved out of the area, this should now be written off.

f) Community Aid:

Community Aid 2020/2021:

<i>Starter Grant</i>	<i>£250.00</i>
<i>Equipment Grant</i>	<i>£250.00</i>
<i>Maintenance Grant</i>	<i>£200.00</i>
<i>Community Scheme Grant</i>	<i>£400.00 (one-off per annum)</i>

New applications: There were no new applications received.

g) East Riding of Yorkshire Council – 2021/2022 Tax Base

To note that the East Riding of Yorkshire Council have provisionally set the 2020/2021 tax base for Hessle at 5091.4 for Band D equivalent properties. This figure will be recommended for approval at the East Riding Council Cabinet meeting to be held on 15th December 2020 and will be confirmed shortly afterwards.

(Chair/Davison)

RESOLVED noted and the Clerk will contact the East Riding Council to request their calculation figures for working out the Tax Base figure for Hessle Town Council.

h) Town Council Office IT

Committee to consider a budget for a new desk top computer and software package for the Clerk.

(Chair/Davison)

RESOLVED that a budget of £1000 is included for a new computer & up-to-date Software for the Clerk/Office.

i) Budget 2021/2022

The Committee discussed the draft budget prepared by the Chairman for 2021/2022 and following suggestions and deliberations, this will be revised as necessary and kept with the proposed 7½% increase in the Precept figure. This will be forwarded to Councillors for perusal and in readiness for further discussion and approval at the Budget Committee meeting in January.

19202 TOWN HALL MATTERS/PROJECTS/FUTURE PROJECTS:

a) A Town Hall for the 21st Century

The Clerk confirmed that as the Council had agreed the draft plan for the inclusion of a lift, the plans are now being drawn up and finalised by the Architect ready for submission of the Planning Application to the East Riding Council.

b) Hessle Community Centre

Councillor Carroll provided a further update on the negotiations with the Diocese and that these are still ongoing. He will provide any further updates at the next meeting.

c) Tower Hill Memorial Park

To note the receipt of the preliminary draft Lease from the East Riding Council and that our Solicitor has reviewed this and returned it to ERYC for various amendments/clarifications as detailed. This has already been notified to all Councillors for information and for any further comments.

(D. Nolan/Chair)

RESOLVED noted. The Clerk clarified with the Solicitor following a question regarding the meaning of peppercorn rent and confirmed that it does mean that there is no actual rent payable. All the amendments suggested by the Solicitor are currently been looked at and considered by East Riding Council and we are awaiting their response. Quotes are also currently being obtained for costs of annual maintenance work and weekly play equipment inspections for the Park.

19203 SKATEPARK/M.U.G.A./YOUTH SHELTER/NOTICE BOARD MATTERS:

a) Skate Park, M.U.G.A. and Youth Shelter

All in good order apart from the M.U.G.A. lighting and CCTV camera. The Clerk is still awaiting the quote from Councillor Walker regarding repairs required to the electric cabling at the M.U.G.A. for the lighting and CCTV camera.

b) Notice Boards:

All in good order.

c) Bus Shelters:

All in good order. The bus shelters have now been fully repaired, sanitised and new posters and floor markings installed for social distancing.

d) Flagstaff in The Square/Flags:

All in good order.

(Chair/Padden)

RESOLVED that items a) to d) are noted. Councillor Padden will chase Councillor Walker regarding the M.U.G.A. electrical repairs and the Clerk has noted that a budget for the replacement of 2/3 Notice Boards is to be added into the draft budget for 2021/2022.

19204

CCTV

To consider 2021/2022 Capital Budget requirements for new CCTV installations.

(Chair/Davison)

RESOLVED that this item has already been discussed as part of the deliberations under Minute no. 19201 (i).

19205

PERSONNEL MATTERS:

In view of the possible special or confidential 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.

a) Living Wage Foundation

To note that the Living Wage Foundation has now announced the annual increase in the hourly rate from £9.30 to £9.50. This amount will be implemented for Town Hall Caretakers, Notice Board/Flag Warden and Allotment Warden as usual with effect from 1st April 2021 and the Clerk has provided the new figures ready for the Budget meeting in January for the 2021/2022 Budget.

(Chair/Padden)

RESOLVED noted.

b) Christmas Holidays

To note that the Town Hall and Council Office will close for the Christmas and New Year Holiday at 2.00pm on Tuesday 22nd December and will reopen on Monday 4th January 2021.

(Chair/Padden)

RESOLVED noted.