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APPOINTMENT OF TOWN COUNCIL REPRESENTATIVES TO OUTSIDE BODIES:

To appoint members as representatives to Hessle Community Organisation and Hesslewide Trust. *Please note that the Town Council is no longer represented by governors on any of Hessle's School Committees, until such time as an invitation is received to do so.*

a) Hessle Community Organisation

(Davison/Chair)

RESOLVED to appoint Cllr M. Sutton as the Town Council representative on the Hessle Community Organisation Committee.

b) Hesslewide Trust

(Chair/Davison)

RESOLVED to appoint Cllr A. Potter (in his absence) as the Town Council representative on the Hesslewide Trust Committee.

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FULL COUNCIL AND COMMITTEES OF THE COUNCIL:

a) Full Council (meets every third Tuesday of every other month *commencing January and except August*) – All members will attend meetings of Full Council.

b) Current Committees of the Council are as follows:

- **Planning & Traffic** (meets every 1st Tuesday monthly *including August*) – Includes planning applications and traffic issues. (9 Members)
- **Finance, Personnel & Asset Management** (meets every 2nd Wednesday monthly *except August*) – Includes monthly Budget review, Income & Outgoings, Community Grants, Grant Income, Human Resources and all land and property of the Town Council. (7 Members)
- **Events & Communication** (meets every 1st Wednesday monthly *except August*) - Includes all Town Council events, newsletter, website matters, notice board content and all other community engagement matters. (7 Members)
- **Environment & Open Spaces** (meets every 2nd Tuesday *except August*) – Includes allotments, the natural environment, hanging baskets & tubs, litter bins, Tree visit comments to ERYC for ratification, parks & play spaces. (7 Members)
- **Budget** (Annual Committee) (meets in January directly after the Finance, Personnel & Asset Management meeting) Members shall comprise of Chairman of the Council, Vice-Chairman of the Council and Chairmen of all Committees plus 1 non-Committee Chair/Vice-Chair member as called.
- **Urgency Committee of the Council** (Held as and when required) Members shall comprise of Chairman of the Council, Vice-Chairman of the Council and Chairmen of all Committees, as called.
- **Tree Visits** (meet as and when required with ERYC's Senior Tree Officer) – Includes the viewing of tree applications on site within the Hessle Conservation Areas. *Members must be available early mornings during weekdays.*

Hessle Town Council to consider if they would like to submit any motions and to ensure that motions are received by ERNLLCA no later than 12 noon on Tuesday 20 July 2021. Resolutions received after that date will not be eligible for consideration at the AGM.

(Padden/Chair)

RESOLVED that a motion be put forward by Councillor Padden that district/unitary authorities adopt roads earlier from developers.

133143 FINANCE MATTERS:

- a) Annual Governance and Accountability Return - Audit 1st April 2020 to 31st March 2021: The Annual Internal Audit has been carried out in readiness for the Annual Return to be sent to our appointed District Auditors PKF Littlejohn of London by Friday 2nd July 2021. The Annual Return as part of the Account and Audit Regulations 2015, now has to have sections 1 and 2 approved separately, therefore;
- i) Council to receive the year end Accounts and Financial Statement produced by the Clerk
(Davison/Carroll)
RESOLVED to receive the year end accounts and to thank the Town Clerk for the preparation and completion of the Annual Return.
- ii) To note the Internal Audit has been completed and the report (AGAR page 3) duly signed.
(Davison/Carroll)
RESOLVED noted.
- iii) Section1 – Annual Governance Statement 2020/2021
(Davison/Carroll)
RESOLVED to approve and confirm that there is a sound system of internal control, including the preparation of the accounting statements for the year ended 31st March 2021 by confirming Items 1 – 9 in Section 1 and that this is duly signed by the Chairman and the Clerk.
- iv) Section 2 – Accounting Statements 2020/2021
(Davison/Carroll)
RESOLVED to approve the Annual Return Accounting Statements for Hessle Town Council and that this is duly signed by the Chairman.
- b) To appoint Mrs Val Evers (Financial Consultant) as internal Auditor for the year 2021/2022.
(Davison/Chair)
RESOLVED that Hessle Town Council appoint Mrs Val Evers as Internal Auditor for 2021/2022.
- c) Schedule Nos: 258, 259 and 260 (Receipts & Payments up to 28/02/2021, 31/03/2021 & 30/04/2021):
(Davison/Padden)

RESOLVED to approve the copies as given that were duly signed by the Chair of Finance & Personnel at the meetings held on 14th April 2021 and 12th May 2021.

133144 RENAMING THE HUMBER BRIDGE COUNTRY PARK:

Under Standing Order item 7.1, the following motion is proposed by Cllr D. Nolan:

That Hessle Town Council notes that the Humber Bridge Country Park is in Hessle and is not part of the Humber Bridge Board land.

The Country Park is a 48 acre wood with open meadows and wildlife ponds and is a designated nature reserve and popular with visitors from other parts of the East riding and nearby Hull.

The closure of the East Riding Council Tourism office in the car-park has unfortunately reduced the potential for sign-posting visitors to Hessle Town.

By correctly naming it "Hessle Country Park" there are more opportunities to link it with the Town and therefore attract in some of the visitors to the Country Park, to the benefit of local retailers and businesses.

This in turn would help Hessle Town's Covid Recovery Plan.

The re-naming should be at a nominal cost, such as online media. Physical signage would only be replaced as and when necessary.

The Park would remain under the ownership of ERYC and Hessle Town Council would work with them and the Bridge Board to try and improve linkage to the town and the Park facilities.

Hessle Town Council resolves to approach ERYC and ask them to rename the Park as "Hessle Country Park."

(Davison/Padden)

RESOLVED that as Cllr D. Nolan was unable to attend this meeting this item is deferred to a future meeting.

133145 COVID-19 PANDEMIC MEMORIAL

Councillor Padden would like Hessle Town Council to consider erecting a Memorial to those who have lost their lives to Covid in Hessle.

(Padden/Carroll)

RESOLVED that the installation of a commemorative plaque or other suitable memorial is incorporated within the future plans for the Tower Hill Memorial Park Remembrance Garden.

133146 STANDING ORDER 9.1:

A member may ask the Chairman of the Council or the Chair of any committee any question concerning the business of the Council provided that two working days notice of the question has been given by the member to the Town Clerk.

None received.

133147 NEWSLETTER

The Events & Communications Committee would like to remind members that Committee Chairs have been asked to write regular articles for the Town Council Newsletter in order to update residents on what each Committee is doing and that articles should be forward to the Assistant Town Clerk, Jo.

(Chair/Carroll)

RESOLVED noted. Cllr Carroll suggested that as a fourth edition has already been approved, the next edition could incorporate the planned Hessle Consultation document and be circulated earlier.

133148 **MINUTES OF PREVIOUS MEETINGS:**

To confirm as a correct record the minutes of the meetings (minutes previously circulated) and approve any recommendations and resolutions contained therein;

Environment & Open Spaces – 13th April 2021 – (Sutton/Padden)

Environment & Open Spaces – 11th May 2021 – (Sutton/Padden)

Events & Communications – 7th April 2021 – (Howe/Padden)

Events & Communications – 5th May 2021 - (Howe/Padden)

Finance, Personnel & Asset Management – 14th April 2021 – (Davison/Fordham)

Finance, Personnel & Asset Management – 12th May 2021 – (Davison/Fordham)

Planning & Traffic – 6th April 2021 – (Howe/Adams)

Planning & Traffic – 4th May 2021 – (Howe/Adams)