

HESSLE TOWN COUNCIL
Tuesday, 27th July 2021 at 7.30pm
***(Public Forum at 7.30pm)**
Large Front Room
Town Hall, South Lane, Hessle

MINUTES

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

Mrs Susan Hornby (Public Consultation Survey)

Clerk: Mrs K Cooper

Apologies: Cllrs Cross, A. Nolan, Walker and Mr Paul Hogan – Non-voting (Advisory Member)

133256 PUBLIC FORUM

To hold the Public Forum at the appointed time of 7.30pm to allow any members of the press or public to speak.

There were no members of the public or press present.

133257 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.

None given.

133258 MINUTES OF PREVIOUS MEETING:

(Padden/Davison)

RESOLVED to confirm as a correct record the minutes of the previous meeting held on 18th May 2021 and authorise the Chairman to sign.

133259 CHAIRMAN'S COMMUNICATIONS:

The Chairman read out an email received by the Clerk from the East Riding Council Health & Wellbeing Engagement Officer, to confirm that all the composite benches and picnic tables ordered for town and parish councils had now arrived following funding from the welcome back fund. The Officer asked if Hessle Town Council would still like some for Hessle and where they could be placed. The Clerk suggested that we request two benches for The Square and 2 picnic tables for Tower Hill Memorial Park and the Council were in agreement. The Clerk will confirm the details with the Officer.

The Chairman proposed that as Mrs Susan Hornby was present to help with any questions and discuss the draft Hessle Town Council Public Consultation Survey Form, Minute no. 133263 was moved and discussed first.

133260 POLICE MATTERS:

To receive the latest information on police matters pertaining to Hessle since the previous meeting. As there were no Police in attendance, Councillors agreed that the statistics and data that now has to be downloaded from the Police.uk website was considered to be meaningless compared to the previous figures that were produced locally and were able to be compared to other areas. Councillor Carroll provided a brief update on the meeting held last week and confirmed that the Police are very positive and say they are going to be on site more in Hessle, however clearer communication is required and hopefully a Police Officer/PCSO will be present at our next Full Council meeting in September and the Clerk is to ask if they could provide and bring a list of patrols they have done in Hessle, which Inspector Gladstone produced and brought to a previous meeting.

133261 TOWER HILL PARK:

To note the letter received from our Solicitors confirming that as soon as a Lease is signed and dated it becomes legally binding from that date. Therefore the Town Council can now legally take on the running and maintenance of the park.

(Chair/D. Nolan)

RESOLVED noted.

133262 HESSLE VOLUNTEERING:

To discuss the proposed draft Constitution for 'Hessle Volunteering'. Councillor Carroll will speak further on this item.

As the draft Constitution was not complete, Councillor Carroll provided a brief overview to members of how the Charity, Trustees, Members and objectives could be set up, together with potential funding and sponsorship that might be available. The Constitution will be presented at the next Full Council meeting in September.

133263 HESSLE TOWN COUNCIL PUBLIC CONSULTATION SURVEY:

To receive and agree the final draft of the Public Consultation document before being sent to the printers for publication.

(Padden/Howe)

RESOLVED that following discussions and subject to the amendments agreed, the Public Consultation Document is agreed in principle and that all paper copies posted are sent with return Freepost envelopes. Collection and drop-off points for the paper surveys are to be established for residents in various places, such as the Library and at the Town Hall and that an incentive is looked at, such as a free meal for two in one of the Hessle restaurants to a certain value, to encourage residents to complete and return the survey, either by post or online. Once Mrs Hornby has completed the amendments, she will email the final document with the artwork to the Clerk in order to distribute to all Councillors for final approval before being sent to print.

133264 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."

(D. Nolan/Padden)

RESOLVED that the Clerk approaches the East Riding Council to request that the Humber Bridge Country Park be renamed the Hessle and Humber Bridge Country Park or just the Hessle Country Park in order to try and improve the linkages between the Town Centre and the Country Park, especially since the Tourist Information Centre was closed down.

Vote: 8 in favour, 1 abstention

133265 STANDING ORDER 9.1:

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

None received.

8.35pm Cllr Sutton had to leave the meeting for family circumstances.

133266 FINANCE MATTERS:

a) VAT on the Town Hall

To discuss the VAT implications of the Town Hall refurbishment and to consider the advice and recommendations received from The Parkinson Partnership. Councillor Carroll, Chairman of the Finance Committee, has provided VAT projections for information.

(Carroll/D. Nolan)

RESOLVED that Hessle Town Council approves Option 1 from the projection document, registers for VAT and makes a formal Option to Tax on The Town Hall and does not put the room hire fees up at the moment, but absorbs the additional 20% VAT costs within our existing pricing structure.

b) Schedule Nos: 261 & 262 (Receipts & Payments for May and June):

(Padden/Davison)

RESOLVED to approve copy schedules 261 & 262 as given that were duly signed by the Chair of Finance, Personnel & Asset Management at the meetings held on 9th June 2021 and 14th July 2021.

c) New Accounting and Bookings Package

To discuss and ratify the RECOMMENDATION made at the Finance, Personnel & Asset Management Committee meeting held on 14th July, to accept the quote from Scribe Accounts subject to the receipt, verification and discussion by the Chair of Finance with existing Town/Parish Councils already using the packages.

(Davison/Padden)

RESOLVED that after receiving positive feedback following contact with town & parish councils already using Scribe Accounts, Hessle Town Council, as part of the Accounts and Audit Regulations 2015, Regs 3 & 4 and in order to ensure a sound system of financial and operational control, accepts the quotes from Scribe Accounts for their Parish & Town Council Accounts and Bookings packages.

133267 MINUTES OF PREVIOUS MEETINGS:

To accept the minutes and reports of the meetings (*previously circulated*) and approve any recommendations contained therein:

Environment & Open Spaces - 8th June 2021 – (Padden/Potter)

Environment & Open Spaces – 13th July 2021 – (Padden/Potter)

Events & Communications - 2nd June 2021 – (Potter/Padden)

Events & Communications - 8th July 2021 – (Potter/Padden)

Finance, Personnel & Asset Management - 9th June 2021 – (Padden/Carroll)

Finance, Personnel & Asset Management - 14th July 2021 – (Padden/Carroll)

Planning & Traffic - 1st June 2021 – (Padden/Bovill)

Planning & Traffic - 6th July 2021 – (Padden/Bovill)

133268 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.

9.15pm The Clerk left the room in order for Councillors to discuss the confidential staffing matters.

a) Confidential Staffing Matter

To discuss staff policies and remuneration and to agree certain changes that will be presented.
(Carroll/Bovill)

RESOLVED that annual performance reviews should take place for all Town Council employees and that the outcome of these would form part of the subsequent annual salary review. The reviews should be carried out by the Chair of the Council and the Chair of the Finance, Personnel and Asset Management Committee and will be discussed and ratified by Full Council. Advice will be sought from ERNLCCA with regards to appropriate salary scales and other issues prior to the

review process taking place. In the meantime, the Town Council have awarded a separate remuneration one-off payment to the Town Clerk and Assistant Town Clerk following their work in organising, administering and helping with the volunteer service and food bank for Hessle and Anlaby residents throughout the Covid pandemic.

- b) To note the Assistant Town Clerk will be on annual leave from Friday 23rd July and will return on Monday 2nd August 2021 and the Town Clerk will be on annual leave from Monday 16th August and will return on Tuesday 31st August 2021.

(Chair/Padden)

RESOLVED noted.