

**HESSLE TOWN COUNCIL**  
**Finance, Personnel and Asset Management Committee**  
**Wednesday, 14<sup>th</sup> July 2021 at 7.30pm**  
**Large Front Room**  
**Town Hall, South Lane, Hessle**

**MINUTES**

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

Clerk: Mrs Kim Cooper

Apologies: Cllr Sutton and Mr Paul Hogan –Non-voting Advisory Member

**133248                      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.**

**133249                      MINUTES OF PREVIOUS MEETING:**

(Fordham/Potter)

**RESOLVED** to confirm as a correct record the minutes of the Finance, Personnel and Asset Management meeting held on 9<sup>th</sup> June 2021 and authorise the Chairman to sign.

**133250                      CHAIRMAN’S COMMUNICATIONS:**

None received.

**133251                      FINANCE MATTERS:**

a) Income/Expenditure Reports to 30<sup>th</sup> June 2021:

(Davison/Padden)

**RESOLVED** to receive the financial reports as given by the Clerk and the Analysis reports as given by the Chairman.

b) Schedule No. 262 (Receipts & Payments)

(Davison/Padden)

**RESOLVED** to receive schedule 262 to 30<sup>th</sup> June 2021 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:

(Davison/Padden)

**RESOLVED** to note the details as given.

e) Outstanding Invoices – Town Hall Lettings:

The Clerk confirmed that there are no outstanding invoices.

f) Community Aid:

Community Aid 2021/2022:

<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: **No new applications had been received.**

g) New Accounts & Bookings Package

Following the meeting held in April, the Chairman and the Clerk have now met with Scribe Accounts via Zoom to discuss their Town & Parish Council Accounts package in more detail. The Clerk has also received details from other companies with specific Town & Parish Council Accounts packages for comparison.

(Padden/Davison)

**RESOLVED** that a RECOMMENDATION is put to Full Council to accept the quote from Scribe subject to notification, verification and discussion by the Chair of Finance with existing Town/Parish Councils already using the package.

**133252**

**TOWN HALL MATTERS/PROJECTS/FUTURE PROJECTS:**

a) A Town Hall for the 21<sup>st</sup> Century

The Architect has confirmed that he is still awaiting the receipt of some quotes, but is chasing these up.

(Padden/Davison)

**RESOLVED** noted.

b) Hessle Community Centre

Councillor Carroll confirmed that there are currently no further updates. We are still awaiting information from the Solicitors.

(Padden/Davison)

**RESOLVED** noted.

c) Tower Hill Memorial Park

The Lease is still with the Land Registry Department, but the Clerk is chasing East Riding Council for their written agreement that Hessle Town Council can take the park over now the Lease has been signed, regardless of the Land Registry lodgement. A Working Party meeting has been scheduled for 7.00pm Thursday 22<sup>nd</sup> July.

(Padden/Davison)

**RESOLVED** noted.

133253

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

- a) Skate Park, M.U.G.A. and Youth Shelter  
All in good order.
- b) Notice Boards:  
All in good order.
- c) Bus Shelters:  
All in good order.
- d) Flagstaff in The Square/Flags:  
All in good order. The new Flag Pole, Flag and pole protector have all now been installed.

(Chair/Fordham)

**RESOLVED** that items a) to d) are noted. The Chairman confirmed that following a presentation of the Hessle Recovery Action Plan by the East Riding Council consultants on the 5<sup>th</sup> July, both he and Councillor Bovill are going to undertake a review to look at what can be done to renovate the Town Centre as part of the action plan within the report and hopefully we will be able to secure some of the grant funding available for this.

133254

**CCTV**

The Cottingham CCTV network has now been added into our CCTV room.

(Chair/Davison)

**RESOLVED** noted.

133255

**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) To note that the Assistant Town Clerk will be taking Annual Leave from Friday 23<sup>rd</sup> July 2021 and will return on Monday 2<sup>nd</sup> August 2021 and the Town Clerk from Monday 16<sup>th</sup> August 2021 and will return on Tuesday 31<sup>st</sup> August 2021 following the August Bank Holiday.

(Davison/Padden)

**RESOLVED** noted.

*8.15pm The Clerk was asked to leave the room whilst the Committee discussed staffing matters. The Chairman took the Minutes for the discussion.*

Staffing matters

Various staff policies and remuneration were discussed and a proposal for Full Council was agreed.