

HESSLE TOWN COUNCIL
Finance, Personnel and Asset Management Committee
Wednesday, 11th January 2023 at 7.00pm
(to be immediately followed by the Budget Committee meeting at 7.30pm)
Large Front Room
Town Hall, South Lane, Hessle

MINUTES

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

Clerk: Mrs Kim Cooper

Apologies: Mr Paul Hogan – Non-voting advisor (arrived late)

133946 DECLARATION OF INTEREST:

The Chairman will 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 in Minute no. 133950 (b) as she is the Town Council representative and Vice-Chairman of the Hessle Community Centre Organisation.

Cllr Carroll declared a non-pecuniary interest in Minute no. 133950 (b) as he is a Trustee for the new Community Centre Trust.

133947 MINUTES OF PREVIOUS MEETING:

(Sutton/Padden)

RESOLVED to confirm as a correct record the minutes of the Finance, Personnel and Asset Management meeting held on 14th December 2022 and authorise the Chairman to sign.

133948 CHAIRMAN'S COMMUNICATIONS:

None received.

133949 FINANCE MATTERS:

a) Income/Expenditure Reports to 31st December 2022:

(Potter/Sutton)

RESOLVED to receive the financial reports as given.

b) Schedule No. 280 (Receipts & Payments)

(Potter/Sutton)

RESOLVED to receive schedule 280 to 31st December 2022 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:

(Potter/Sutton)

RESOLVED to note the details as given.

e) Outstanding Invoices – Town Hall Lettings:

The Town Clerk confirmed that there are currently no outstanding invoices.

f) Community Aid:

Community Aid 2022/2023:

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

New applications: **No new applications were received.**

133950

TOWN HALL MATTERS/PROJECTS/FUTURE PROJECTS:

a) A Town Hall for the 21st Century

There were no further updates to report since the December meeting. We are awaiting the Architect to contact us to arrange a further update meeting.

b) Hessle Community Centre

The recent problems with roof leakages and frozen water pipes have now been dealt with. Councillor Carroll confirmed that the new Charitable Incorporated Organisation (CIO) documents have been completed but that this now needs registering with the Charity Commission. He has 4 Town Council Trustees as agreed at the Full Council meeting in September and now needs 3 further non Council Trustees.

(Sutton/Padden)

RESOLVED noted.

c) Tower Hill Memorial Park

A Working Party meeting had been arranged for Monday 9th January 2023 in order to discuss and progress the three schemes received for the Play Area.

Councillor D. Nolan provided a brief update on the meeting and confirmed that two of the three plans were chosen by the Working Party from the results of the surveys received from online, social media, paper forms available at the Town Hall and those also undertaken by East Riding Council staff in person at other play areas in Hessle.

(Padden/Davison)

RESOLVED and recommended that this is now passed to Full Council on the 17th January to discuss the remaining 2 plans and to make a final decision on which plan is preferred and if any amendments need to be made.

133951 **SKATEPARK/M.U.G.A./NOTICE BOARDS/BUS SHELTERS/FLAGSTAFF MATTERS:**

a) Skate Park and M.U.G.A
All in good order.

b) Notice Boards:
Councillor Padden said that the Notice Board near the library is in a poor condition. Councillor Carroll confirmed that he will look into this, as this is a wooden and glass cabinet and will need some work carrying out on it, rather than having a new board placed over the top like the old metal ones.

c) Bus Shelters:
All in good order.

d) Flagstaff in The Square/Flags:
All in good order.

(Sutton/Padden)

RESOLVED that items a) – d) are noted.

133952 **CCTV**

The Clerk provided an update for members and confirmed that the remaining quotes had now been received for the ground works required and equipment to install two cameras in Tower Hill Memorial Park, and that she has also applied for full Grant Funding for the project from the East Riding of Yorkshire of Council's C&E CCTV Grant Funding scheme.

(D. Nolan/Padden)

RESOLVED noted.

133953

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.

Staff Issues

a) Personal performance and development

Cllr Fordham has requested that staff personal performance and development is discussed.

b) Staff Recruitment – Communications/Social Media & Admin Support Officer

Cllr Fordham has requested Working Party members to provide an update on how the recruitment process is progressing.

(Chair/Fordham)

RESOLVED (Items a and b) that due to timescales, holidays etc., regrettably nothing further had been accomplished with regards to the recruitment of further staff by the working party and also looking at staff performance and development reviews and appraisals. Councillor Fordham therefore agreed to look into this further over the next few weeks and work with the Clerk on the current Policies the Council already have in place and existing job descriptions for all staff.