HESSLE TOWN COUNCIL Finance, Personnel and Asset Management Committee Wednesday, 10th April 2024 at 7.30pm Large Front Room Town Hall, South Lane, Hessle

<u>MINUTES</u>

Members: Councillors Davison (Chairman), I. Hardy, Harrison and Sutton

Clerk: Mrs Kim Cooper

Apologies: Cllrs Nolan and Toogood, Mr Paul Hogan & Mr Bob Carroll (Non-voting Advisory members)

134553

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.

Councillor Sutton declared a non-pecuniary interest in Minute no. 134557 (b) as she is the Town Council representative for the Community Centre Organisation and a Trustee for The Hourne Community Centre Development Trust.

134554

MINUTES OF PREVIOUS MEETING:

(Sutton/Harrison)

RESOLVED to confirm as a correct record the minutes of the Finance, Personnel and Asset Management meeting held on 13th March 2024 and authorise the Chairman to sign.

134555 None received. CHAIRMAN'S COMMUNICATIONS:

134556

FINANCE MATTERS:

- a) <u>Income/Expenditure Reports to 31st March 2024:</u> (Sutton/I. Hardy)
 RESOLVED to receive the financial reports as given.
- b) <u>Schedule No. 295 (Receipts & Payments)</u> (Sutton/I. Hardy)
 RESOLVED to receive schedule 295 to 31st March 2024 as given and authorise the Chairman to sign.
- c) <u>Bank Transfers since the previous meeting:</u> (Sutton/I. Hardy)
 RESOLVED to receive details of Bank Transfers as given and authorise the Chairman to sign.

- d) <u>Income from Town Hall lettings Comparative figures:</u> (Chair/Sutton)
 RESOLVED to note the details as given.
- e) <u>Outstanding Invoices Town Hall Lettings:</u> The Town Clerk confirmed that there are currently no outstanding invoices.
- f) Office Computers

Committee to agree to the Clerk purchasing one new Desk Top computer and one lap top for the 2 new members of staff. The Clerk provided quotes at this meeting. (I. Hardy/Sutton)

RESOLVED that the quote from MNB computing is accepted and the Clerk arranges for the procurement of a new laptop and desk top computer for the new members of staff.

g) <u>Community Aid</u>:

Community Aid 2024/2025:	
Starter Grant	£250.00
Equipment Grant	£250.00
Maintenance Grant	£200.00
Community Scheme Grant	£400.00 (one-off per annum)

New applications:

There were no new applications.

134557

TOWN HALL MATTERS/PROJECTS/FUTURE PROJECTS:

a) <u>A Town Hall for the 21st Century – Town Hall Roof</u>

Following the decision at Full Council on 19th March 2024, the Chairman recommended that following receipt of a third quote, the additional paperwork requested from the Contractor who provided the 2nd quote, further information from the Architect and the agreement from the required Council members, Quote 2 is accepted for the replacement of the Town Hall roof. (I. Hardy/Sutton)

RESOLVED that Quote 2 is accepted and approved by the Town Council for the replacement of the Town Hall roof and any shortfall in the funds required for the additional expenditure is vired from Capital Reserves.

b) Hessle Community Centre

Councillor Davison provided a brief update for members on the work that has now been undertaken and completed by the Food Bank at the Community Centre following the recent grant funding received.

c) Tower Hill Memorial Park

Following the meeting in February, the Clerk has contacted the company who prepared quote 1 and has arranged a meeting in Tower Hill Park for Thursday 16th May 2024 at 11.00am in order for them to undertake a site visit and walkabout to look at developing a master plan design for the whole Park, as well at the sunken garden as the primary project.

(Chair/Sutton)

RESOLVED that the meeting date is noted and that all Councillors are welcome to attend the meeting or if not available, to send any ideas/thoughts to the Clerk beforehand in order that these can be conveyed to the landscape designers.

134558

- a) <u>Skate Park and M.U.G.A.</u> All in good order.
- b) <u>Notice Boards:</u> All in good order.
- <u>Bus Shelters:</u> Following some recent vandalism to two of the panels, these have now been replaced and the Bus Shelters are all in good order.
- d) <u>Flagstaff in The Square/Flags:</u> All in good order.

(Chair/Sutton) **RESOLVED** that items a) – d) are noted.

134559 CCTV

The Clerk confirmed that the CCTV pole recently vandalised in Tower Hill Park has now been re-energised and the CCTV company are attending next week to re-connect the cameras.

134560 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.

There were no personnel matters to discuss.