

**HESSLE TOWN COUNCIL**  
**Finance, Personnel and Asset Management Committee**  
**Wednesday, 12<sup>th</sup> February 2025 at 6.30pm**  
**Large Front Room**  
**Town Hall, South Lane, Hessle**

**MINUTES**

Present: Councillors Craggs, Davison (Chairman), I. Hardy, Maw, Sutton and Toogood

Mr Paul Hogan – Advisory Member (Non-voting)

Clerk: Mrs Kim Cooper

Apologies: Cllrs Harrison and Pickering  
Mr Bob Carroll (Non-voting Advisory Member)

**135002                      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.135006 (b) as she is the Town Council representative for the Community Centre Organisation and a Trustee for The Hourne Community Centre Development Trust.*

*Councillor Paul Toogood declared a non-pecuniary interest in Minute no.135006 (b) as he is Trustee for The Hourne Community Centre Development Trust.*

**135003                      MINUTES OF PREVIOUS MEETING:**

(Sutton/Craggs)

**RESOLVED** to confirm as a correct record the minutes of the Finance, Personnel and Asset Management meeting held on 15<sup>th</sup> January 2025 and authorise the Chairman to sign.

**135004                      CHAIRMAN'S COMMUNICATIONS:**

None received.

**135005                      FINANCE MATTERS:**

a) Income/Expenditure Reports to 31<sup>st</sup> January 2025:

(Craggs/Sutton)

**RESOLVED** to receive the financial reports as given.

b) Schedule No. 305 (Receipts & Payments)

(Craggs/Sutton)

**RESOLVED** to receive schedule 305 to 31<sup>st</sup> January 2025 as given and authorise the Chairman to sign.

c) Bank Transfers since the previous meeting:

(Sutton/Hardy)

**RESOLVED** to receive details of Bank Transfers since the previous meeting as given and authorise the Chairman to sign.

d) Income from Town Hall lettings – Comparative figures:

(Craggs/Sutton)

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

e) Outstanding Invoices – Town Hall Lettings:

The Town Clerk confirmed that there are no outstanding invoices.

f) Community Aid:

Community Aid 2024/25:

<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:

**There were no new applications.** The Grant application expected from The Friends of the Humber Bridge Country Park had not been received.

g) Commercial Waste – New Legislation

The new separation of waste Regulations 2024 now affects all businesses and commercial enterprises and the reforms require all organisations to now have separate food waste and recycling collections by the end of March 2025. The Clerk invited and held a meeting with an officer from ERYC Commercial Waste Collection Services who provided advice on what is now needed within the Town Hall, Commercial Waste Bins required and collection dates.

The Clerk has obtained 3 quotes for the purchase of an indoor recycling station for the Town Hall, together with annual pricing for 3 ERYC commercial bins (General Waste, Recycling and Food) from ERYC with fortnightly collections. Committee to consider and approve the purchase of one new recycling station for the Town Hall and for the additional expense for the 3 ERYC Waste Bins and collections.

(Sutton/Craggs)

**RESOLVED** that following the new waste Regulations legislation, Hessle Town Council approve the Clerks recommendations to change the current East Riding Council's 660 Litre General Waste Bin emptied on a weekly basis to one 660 Litre General Waste Bin, one 660 Litre Recycling Waste Bin and one 180 Litre Food Waste bin to be emptied on a fortnightly collection basis at an

additional annual cost of £43.94. East Riding Council will provide a free large caddy and one initial roll of large liners for food waste to be collected indoors.

(Sutton/Craggs)

**RESOLVED** to approve the quote to purchase the indoor HSE Store Heavy Duty steel Recycling Station to enable Town Hall users and staff to separate waste for recycling or general waste indoors.

**135006**

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

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

The Clerk reports that following an inspection, the Main Hall curtains are now threadbare, falling apart and in need of replacement. A quote has been obtained from the Town Hall works contractor for new curtains and asks the Finance Committee to consider replacement.

(Sutton/Hardy)

**RESOLVED** that as it has been challenging for the Clerk to find companies that are able to provide and obtain quotes to replace Stage curtains, the quote received is accepted. However, this is on the understanding that once all other works have been completed, there is funding left within the budget.

The Clerk provided an update on the town hall works and confirmed that the disabled access electronic door will be fitted on 19<sup>th</sup> February, the Large Front Room Floor is to be done week commencing 24<sup>th</sup> February and the Main Hall and parquet flooring (due to events being held) will be undertaken week commencing 17<sup>th</sup> March. There are still a few jobs that need completing but the Clerk is hopeful that everything will be finished by the end of March.

b) Hessle Community Centre

Members of the Trust and/or Working Group to provide any further updates on the Community Centre.

Cllr Paul Toogood provided a brief update on the Community Centre. He confirmed that the door on the new outside store for the Food Bank has some issues and understands that Bob Carroll is looking into this. The Car Park at the rear is now in full use and being utilised by Community Centre and Food Bank users. He confirmed that further work needs undertaking such as the replacement of some of the windows and the Chairman confirmed that this was why the new Hourne Community Centre Trust was set up in order to obtain grant funding for renovation work.

c) Tower Hill Memorial Park

The Park is currently in good order but for information, due to damage being done and branches failing on 2 sycamore trees at the North Eastern boundary line, the Tree Surgeon has advised that these trees be felled for safety and a copy of his report is enclosed for perusal. He has put in a planning application to ERYC for approval to fell these trees and to replant. This item is to be discussed further at the next Environment and Open Spaces Committee meeting to be held on 8<sup>th</sup> April 2025.

(Sutton/Chair)

**RESOLVED** that the information regarding the trees is received and noted.

**135007**

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

a) Skate Park and M.U.G.A

All in good order.

(Chair/Craggs)

**RESOLVED** noted.

b) Notice Boards:

All in good order.

(Chair/Craggs)

**RESOLVED** noted.

c) Bus Shelters: BSIP Town / Parish Owned Bus Shelter Replacement Programme

Committee to receive a copy of the letter from ERYC Principal Public Transport Officer confirming a successful bid from the DfT for capital funding. One of the ways they are utilising the funding is to offer Town and Parish Councils support to replace existing bus shelters, or to install new bus shelters at stops where they currently don't exist. Committee to therefore consider submitting an expression of interest in order to receive DfT funding support to either replace existing bus shelters, or procure a new shelter. ERYC will seek a financial contribution from the Council for the cost of any replacement or new shelters.

(Chair/Craggs)

**RESOLVED** that this item is referred to Full Council for discussion and decision. Councillors proposed a couple of areas for the consideration for shelters to be installed; Boothferry Road, Cottesmore Road and replacement of the existing shelters in the Square. The Clerk will also contact the local Schools to see if they have any suggestions for bus stops in Hessle where children are waiting for buses that could do with a shelter.

d) Flagstaff in The Square/Flags:

All in good order.

(Chair/Sutton)

**RESOLVED** noted.

**135008**

**CCTV**

**There were no CCTV updates or issues to discuss.**

**135009**

**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.**