



Minutes of the meeting of the Amenities Committee held on Tuesday April 13th 2021 at 7.15pm via ZOOM Conference Call.

Present: Councillors R Drury (Chair), A Morris, H Roberts, R Hart

Clerk: S Hardcastle

2021-13-AM: Apologies for absence - to receive and accept.

Apologies were received and accepted from Councillors Chiswell and Wilson

2021-14-AM: Declaration of Interest -

2021-14.1-AM Declarations of Interests, in respect to Agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

No declarations of interest were made.

2021-14.2-AM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

No dispensations were noted.

2021-15-AM: Minutes of the meeting held Tuesday February 9th 2021 - to agree and approve as a true record.

The minutes of the meeting held Tuesday February 9th 2021 were received and approved as a true record.

2021-16-AM: Derwent Park. To accept the Play Park Inspection, agree any actions and recommend any expenditure to RAM.

It was agreed that as the actions on the inspection were either deemed low or very low risk the report should be noted with site safety check sheets used to continue the monitoring of the equipment and area. Agreed to ask the handyman to remove any graffiti remaining.

2021-17-AM: Howden Marsh LNR. To discuss actions required to stop unlawful access onto Howden Marsh. To agree any actions and recommend to Council.

The Clerk reported that due to the ongoing issue with unlawful access onto Howden Marsh and with the backing of East Riding of Yorkshire Council in this matter, she had received a quote for solicitors letters to be sent to the offending residents at an estimated cost of £750. It was agreed to approach the residents one more time via postal letter from Howden Town Council (demonstrating backing from ERYC) to close off these access points by June 1 2021 or further action will be taken. It was noted that HTC can close the access off at points at the Marsh lawfully if it was deemed necessary in the future. To report back to the next Amenities meeting.

2021-18-AM: Howden Marsh Trees. To receive an update from the Clerk on tree works required at Howden Marsh. To agree any actions and recommend to Full Council.

The Clerk reported she had received quotes from four contractors to cut back a poplar tree on the Marsh that is causing draining and flooding issues and trees encroaching on a resident's property. Following advice from ERNLCCA, these works are deemed essential emergency



works due to the nesting season starting and the Clerk requested with ERNLCCA's backing that Amenities Committee delegate this decision to her to enable the works to start as soon as possible. It was resolved that this decision be delegated to the Clerk and she would get in touch with the chosen contractor to start works ASAP.

2021-19-AM: Marsh End. To discuss maintenance needs at the entrance to Howden Marsh via Marsh End. To agree any actions and recommend to Full Council.

Councillor Roberts reported a request had been made by a resident of Marsh End for the Council's financial assistance in resurfacing the unadopted road leading to the Marsh due to its decreasing state of repair. As the majority of this area is within the boundary of the Marsh, Committee agreed to recommend to Council that HTC would fund this with a worked out budget of £1800 to cover the machinery and materials. Two residents have already agreed to part fund this and Councillor Roberts will report back to Full Council with more information when he has spoken with them again.

2021-20-AM: Streets and Amenities. To receive a verbal report from the Clerk and to agree any short or long-term actions.

Agreed that Councillor Roberts would restore the bench table on the Market Cross and when Covid restrictions allow Howden Helpers would look at the request made to Full Council for 'Chat Benches'.

2021-21-AM: Waste Bins. To receive an updated report from the Clerk on installation of new waste bins.

The Clerk reported she had been in contact with East Riding of Yorkshire Council who confirmed they are reviewing this area to assess the need for more bins. They confirmed they are waiting to do the review once Covid restrictions are lifted and more people at back at work, therefore possibly reducing the need for more bins. The Clerk to ensure the roadsweeper reports back any excess litter / full bins while on his rounds and will report back when ERYC have completed their review.

2021-22-AM: Knedlington Road Cemetery Maintenance Contract. To confirm new contractor for the Knedlington Road Cemetery.

The Clerk confirmed that Ryan Cheesman had been offered the contract for the Grounds Maintenance at Knedlington Road Cemetery. This followed the 'blind' opening of contracts at the last Amenities meeting that was confirmed and decided at Full Council in February. Mr Cheesman had started on April 1 and Councillors agreed for it to be minuted that thanks was sent to the former groundsman Mr Nicky Oates for all his hard work over the past years.

2021-23-AM: Grit Bins. To discuss the need for additional grit bins. To agree any actions and recommend any expenditure to RAM.

The Clerk reported that a resident of Derwent Road had requested Council look into another grit bin on the estate. Agreed to ask East Riding of Yorkshire Council to quote.

2021-24-AM: Asset Register. To discuss and agree updated asset register format.

The Clerk reported she would like to update the Asset Register to include photos of all assets. Councillor Morris agreed to take on the role of photographing assets. The Clerk will send Councillor Morris an up to date asset register.



2021-25-AM: Site Safety Sheets. To receive a report from the Clerk and agree any actions.

The Clerk asked that any outstanding Site Safety Sheets be sent back her to straight away. There are a number outstanding and the auditor picked this up in his interim audit in February. Councillor Hart agreed to take over the Howden Minster grounds inspection. The only outstanding one was Derwent Play Park for the next four months. Agreed to ask at Full Council meeting if anybody would like to take this on.

2021-26-AM: Correspondence.

The Clerk reported a member of the public requested Town Council financial assistance to clear the dyke area on Charles Briggs Avenue behind the Co-op after it had been cut and waste left behind. Agreed this was not Council land and there was no power to spend money on this. The Clerk to recommend that the resident speak to the maintenance contractors for Charles Briggs Avenue.

2021-27-AM: Date of Next Meeting: Tuesday June 8th 2021.

The meeting closed at 8.19pm