



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday August 23rd 2022 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts, Ward, Drury, Howard, Hart, Smythson, Casey, Ashton, Blee

In Attendance: L Smith

Clerk: S Boggitt

Before the meeting started, the Chair - on behalf of Council - congratulated the Clerk on her recent marriage.

2022-162-FC: Apologies for absence – to receive and accept.

Apologies were received and accepted from Councillors Patrick, Pears

2022-163-FC: Declaration of Interest –

2022-163.1-FC 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.

None

2022-163.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None

2022-164-FC: Minutes of the Town Council meeting held Wednesday July 20th 2022 – to agree and approve as a true record.

The minutes of the Town Council meeting held Wednesday July 20th 2022 were received and approved as a true record.

2022-165-FC: Minutes of the Planning Committee Meeting held Tuesday August 2nd 2022 – to receive and accept any recommendations.

The minutes of the Planning Committee Meeting held Tuesday August 2nd 2022 were received and accepted.

2022-166-FC: Minutes of the Personnel and Grievance Committee Meeting held Tuesday August 2nd 2022 – to receive and accept any recommendations.

The minutes of the Personnel and Grievance Committee Meeting held Tuesday August 2nd 2022 were received and accepted.

2022-167-FC: Minutes of the Amenities Committee Meeting held Tuesday August 9th 2022 – to receive and accept any recommendations.

The minutes of the Amenities Committee Meeting held Tuesday August 9th 2022 were received. Council agreed the need for an additional roadsweeper/handyman. The Clerk to compile a document for consideration at the next meeting.



2022-168-FC: Policies. To review, accept and adopt the following policies; Grants Policy, Agenda and Minutes Policy and Publication Scheme. And to receive the Council and Clerks Yearly Action List.

The Agenda and Minutes Policy and Publication Scheme were accepted and adopted. Agreed to defer the Grants Policy to the next meeting. The Council and Clerks Yearly Action List was received with the addition of a tick list column and the agreement to share this with Council each month as a standing agenda item.

2022-169-FC: Project Loo. To receive an update from the Chair and agree any actions.

The Chair reported the solicitor instructed by Council was still awaiting correspondence from East Riding of Yorkshire Council. The start date for construction of September 6th was still to be aimed for if planning is approved.

2022-170-FC: Boundary Change. To receive an update from the Chair, receive and agree Boundary Change Request Submission Document and agree any further actions.

Council agreed the Boundary Change document and maps to show the proposed change. The Clerk to speak to East Riding of Yorkshire Council to find out next steps.

2022-171-FC: Shop Local Proposal. To receive proposal from the Town Centre/Events Officer and agree any actions.

The Town Centre/Events Officer shared her Shop Local Proposal under the Christmas budget already agreed. Shoppers would receive a stamp for every £10 spent in local businesses that signed up to the initiative – once shoppers gain 10 stamps they receive a specially designed Howden shopping bag with the logos of the businesses signed up. For a cost to Council of approximately £500 this should bring £25,000 back into the high street.

2022-172-FC: Howden Minster Bells. To receive an update from the Clerk and agree any actions.

The Clerk reported Smiths of Derby were arranging a date with the Minster to look at the issue with the bells, but by the time of the meeting there was no update.

2022-173-FC: Community Fridge. To receive an update from Councillor Howard and agree any actions.

Councillor Howard reported the Community Fridge was looking to open at the end of September/beginning of October as a registered small charity. They would be looking for Trustees shortly and would actively advertise this in due course.

2022-174-FC: Ashes Committee Minutes. To receive the latest minutes.

There were no minutes received in time for the meeting.

2022-175-FC: Delegated Powers. To review delegated powers and duties to the clerk in consultation with the Chair of the Council and chairs of committees in the case of an emergency.

Council agreed delegated powers to only be invoked if Council are unable to meet.

2022-176-FC: Finance July/August. To authorise the invoices and monthly schedules for payment; to receive a copy of the bank transactions and reconciled bank statements since the last meeting and a copy of RIALTAS reports to receive and accept.



A copy of the July and August monthly schedules with voucher numbers for each invoice received and the date they had cleared the bank were presented, alongside bank reconciliations up to the end of July 2022. Approved. Council approved the payments of £5592.37 from July since the last meeting and £1633.28 from August to be made.

2022-177-FC: ERY Cllr Bayram: to receive a verbal report.

Councillor Bayram did not attend.

2022-178-FC: Correspondence.

Councillor Roberts fed back from the Closed Churchyard training he and Councillor Drury had attended. The Clerk to arrange a meeting with the PCC to discuss. The Clerk shared an image of a 'Friends of Howden Marsh' logo the Town Centre/Events Officer has designed in readiness for a new Howden Marsh initiative.

2022-179-FC: Items for next agenda.

Boundary Change, Minster Bells, Grants Policy, Remembrance Day, Roadsweeper Employment.

2022-180-FC: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to exclude members of the public and press due to the confidential nature of the following agenda items.

As there was no update the Chair deferred this agenda item.

2022-181-FC: Howden Marsh. Update from the Chair.

As there was no update the Chair deferred this agenda item.

2022-182-FC: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to allow members of the public and press.

As there was no update the Chair deferred this agenda item.

2022-183-FC: Date of Next Meeting: Tuesday September 13th 2022 at 7.15pm (Please note this is the second Tuesday of the month, not the third Tuesday of the month as agreed at July's Full Council meeting).

The meeting closed at 7.57pm.