



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday October 18th 2022 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts, Drury, Blee, Casey, Hart, Smythson

In Attendance: L

Clerk: S Boggitt

Before the meeting started Councillor Roberts announced the sad death of the husband of Councillor Ward. Council send their condolences.

Councillor Roberts also announced the Clerk had been nominated for – and won – an SLCC Annual Award. She will receive the award at a presentation evening on November 2nd. Congratulations were made and further information will be minuted at the next Full Council meeting.

2022-193-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillors Howard, Pears, Ward and Ashton – all accepted. Non-attendance Councillor Patrick.

2022-194-FC: Declaration of Interest –

2022-194.1-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.

2022-194.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2022-195-FC: Co-Option. To receive application and confirm co-option for the one vacant seat. For resolution.

Confirmed co-option of Mr Stephen Brett. There was one application therefore no vote was required. The Clerk to contact Mr Brett – who was unable to attend the meeting.

2022-196-FC: Councillor Resignation. To note resignation from Council of Councillor Chiswell and agree co-option procedure.

The resignation of Councillor Chiswell was noted and Council agreed to start the co-option procedure.

2022-197-FC: Minutes of the Town Council meeting held Tuesday October 4th 2022– to agree and approve as a true record.

Due to an inaccuracy in the minutes (a planning response had the planning application text repeated) the minutes could not be approved as a true record. The minutes will be brought back to the next meeting for approval.



2022-198-FC: Minutes of the Amenities Committee Meeting held Tuesday October 11th 2022 – to receive and accept any recommendations.

The minutes of the Amenities Committee meeting held Tuesday October 11th were received.

2022-199-FC: Delegated Decisions. To ratify decisions delegated to the Clerk using delegated powers.

Council resolved to ratify the decisions delegate to the Clerk using delegated powers.

2022-200-FC: External Audit. To receive notice of conclusion of audit from PKF Littlejohn and agree any actions.

The notice of conclusion of audit was received. The Clerk confirmed the dates and that the notice was on the website.

2022-201-FC: Project Loo. To receive an update from the Chair, receive any recommendations and agree any actions.

The Chair reported that due to an issue with the lease with ERYC there had been a hold up on the start date. The Council solicitor is chasing this and an update will be passed on as soon as any news is received.

2022-202-FC: Boundary Change. To receive an update from the Chair and agree any actions.

The Clerk reported no update as there had been no response again from ERYC.

2022-203-FC: Howden Minster Bells. To receive an update from the Clerk and agree any actions.

The Clerk reported no update as there had been no update from Smiths of Derby since their visit.

2022-204-FC: Christmas Tree. To receive an update from the Clerk, receive quotes and agree any actions.

After looking at the two quotes, Council resolved to choose the 14-15 feet Christmas Tree at a cost of £580 for 2022. The Press Association have agreed to pay of £750. The Clerk to arrange with Lodge Landscapes and The Press Association.

2022-205-FC: Remembrance Day/Town Events. To receive update from the Town Centre/Events Officer and agree any actions.

The Town Centre/Events Officer reported plans are well underway for Remembrance Day and the Howden Christmas Market. The Shop Local/Love Howden scheme has been well received with 27 traders signing up to the initiative. She is applying for a grant of £5,000 to pay towards the Christmas/Shop Local budget. Councillors were asked to support the Christmas Market by offering an hour or two of their time on the night.

2022-206-FC: First Aid Courses. To receive a report from the Clerk and agree any actions.

Council resolved to book upto two staff onto a First-Aid course in December at a cost of £200 each. Agreed a Council wide course in-house next year after elections.



2022-207-FC: Community Fridge. To receive an update from Councillor Howard and agree any actions.

There was no update to report.

2022-208-FC: Ashes Committee Minutes. To receive the latest minutes.

No minutes have been received.

2022-209-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.

2022-210-FC: Finance August/September/October. 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 August, September and October 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 September 2022. Approved. Council approved the payments of £36928.64 for October to be made.

2022-211-FC: Monthly Checklist. To authorise the Clerk's monthly checklist.

The monthly checklist was received and authorised.

2022-212-FC: ERY Cllr Bayram: to receive a verbal report.

Councillor Bayram did not attend and Council resolved to take this item off the agenda.

2022-213-FC: Correspondence.

None.

2022-214-FC: Items for next agenda.

Project Loo, Remembrance Sunday, Christmas Market Update, Boundary Change, Minster Bells.

2022-215-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.

Motion passed.

2022-216-FC: Howden Marsh. Update from the Chair.

The Chair updated Council on latest developments.

2022-217-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.

Motion passed.

2022-218-FC: Date of Next Meeting: Tuesday November 15th 2022 at 7pm.



The meeting closed at 7.48pm.