



Howden Town Council

Draft Minutes of the meeting of the Amenities Committee meeting held on Tuesday October 11th 2022 at 7.15pm at the Shire Hall Howden.

Present: Councillors Drury, Casey, Roberts, Hart

In Attendance: L Smith (Town Centre/ Events Officer)

Clerk: S Boggitt

Chair: Councillor Drury

2022-48-AM: Apologies for absence – to receive and accept.

Apologies were received from Councillor Chiswell – not accepted. Non-attendance: Councillor Howard.

2022-49-AM: Declaration of Interest –

2022-49.1-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.

None.

2022-49.2-AM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2022-50-AM: Minutes of the meeting held Tuesday August 9th 2022 – to agree and approve as a true record.

The minutes of the meeting held Tuesday August 9th 2022 were agreed and approved as a true record.

2022-51-AM: Derwent Park. To receive an update from the Clerk and make any recommendations to Council.

The Clerk reported there were no new issues to report. The Anti-Social Behaviour team have been contacted but at the date of the meeting there had been no response. No major anti-social behaviour issues have been reported since the last meeting.

2022-52-AM: Howden Marsh LNR. To receive an update from the Clerk, receive documents from Councillors Roberts and Howard and make any recommendations to Council.

The Clerk reported she had received an email from a member of the public requesting the Council's insurance details due to a claim they would like to pursue regarding Howden Marsh. No incidents have been reported to the Council and the Clerk confirmed the Claims department would contact the MOP. The Clerk confirmed site safety sheets are completed and up to date for that area.



Councillor Roberts presented to Committee a presentation on Howden Marsh and major scale, long-term works that he deems needed to keep the area both safe and environmentally sound. Committee recommended to Council that a more pro-active Health and Safety and Environmental approach was needed which will involve major works. Committee recommend the budget needs to be increased largely moving forwards. Councillor Roberts will report back at the December meeting with a budget request for Committee to recommend.

2022-53-AM: Streets and Amenities. To receive an update from the Clerk and to agree any short or long-term actions.

The Clerk reported an incident on the Market Cross where a member of the public tripped over a bench leg and sustained a leg injury. Though the benches are made with the feet protruding outwards to bolt to the cobbles, works will take place to move the feet inwards so there is no protrusion while still remaining bolted down to the cobbles.

Councillor Roberts reported it needs to be noted future works will be required in the Closed Churchyard at Howden Minster. Following ERNLCCA training it is apparent the Town Council are indeed responsible for the grounds for areas that are not a need solely to the Church, i.e., paths that are only used for Church access, drainage etc. A programme of tree and path works to be drawn up for a future meeting.

2022-54-AM: Town Events. To receive an update from the Town Centre/Events Officer and make any recommendations to Council.

The Town Centre/Events Officer reported plans are well underway for Remembrance Sunday and the Howden Christmas Market. Christmas lights to be erected the last weekend in November. The Shop Local scheme has been well received by traders. Agreed to postpone the October date for Friends of Howden Marsh until the site has been cleared for works to start. Committee agreed the Minster's request to print out the service sheets for Remembrance Sunday and agreed a donation of £1.50 per wooden cross donated by the Goole Branch of the Royal British Legion.

2022-55-AM: Old Fire Station. To receive an update from the Clerk and make any recommendations to Council.

The Clerk reported there has been no contact from ERYC regarding this site.

2022-56-AM: Council Contracts. To agree re-tendering process for the Hanging Basket and Ground Maintenance Contracts and make any recommendations to Council.

Committee agreed to re-tender for the Hanging Baskets/Planter Contract for financial year 23/24 onwards. A tender document would be drawn up for agreement at the December meeting. The Grounds Maintenance Contractor has spoken to the Clerk and would like to end his current contract in April 24, therefore retendering for that will be actioned next year.

2022-57-AM: Project Loo. To receive a report from the Clerk and make any recommendations to Council.

The Clerk reported start date for the build has been delayed due to an issue with the lease and issues picked up by our solicitor. ERYC have now made contact with our solicitor and we await further instructions.

2022-57-AM: Site Safety Sheets. To receive a report from the Clerk and agree any actions.



The Clerk reported all site safety sheets are up to date and thanked Councillors for producing these.

2022-58-AM: Correspondence.

None.

2022-59-AM: Date of Next Meeting: Wednesday December 7th 2022 at 7.15pm.

The meeting closed at 8.30pm.