



## Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday January 17<sup>th</sup> 2023 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts (Chair), Pears, Drury, Ward, Brett, Ashton, Hart, Casey, Smythson, Howard, Blee

In Attendance: L Smith, C Perkins, Member of the Press, Councillor Bayram

Clerk: S Boggitt

### **2023-01-FC: Apologies for absence – to receive and accept.**

There were no apologies received. Non-attendance: Councillor Patrick.

### **2023-02-FC: Declaration of Interest –**

2023-02.1-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.

2023-02.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

### **2023-03-FC: Co-Option. To receive application and confirm co-option for the one vacant seat. For resolution.**

Confirmed co-option of Mrs Carole Perkins. There was one application therefore no vote was required. Council agreed to co-opt Mrs Perkins to the Committee slots vacated following Councillor Chiswell's resignation. (Planning, Amenities and HJBC).

### **2023-04-FC: Minutes of the Town Council meetings held Monday December 5<sup>th</sup> 2022 and Tuesday December 13<sup>th</sup> 2022 – to agree and approve as a true record.**

The minutes of the meetings held Monday December 5<sup>th</sup> 2022 and Tuesday December 13<sup>th</sup> 2022 were agreed and approved as a true record.

### **2023-05-FC: Minutes of the RAM Committee Meeting held Wednesday January 4<sup>th</sup> 2023– to receive and approve any recommendations.**

The minutes of the RAM Committee Meeting held Wednesday January 4<sup>th</sup> 2023 were received. Recommendations from the meeting to be discussed in item 2023-06-FC.

### **2023-06-FC: Budget and Precept 2023/2024. To agree the recommended budget and set the precept. For resolution.**

Council approved the recommended grant payments totalling totalling £85,226.52 (HTC £58,000 and S137 £27,226.52). (see below)

- (i) HTC Grant – Ashes. **£32,000** was requested with a breakdown of £3,000 for waste management; £8,000 for grass maintenance; £8,500 for shrubs, hedges

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- and borders maintenance; £5,000 for tree management; £2,000 for maintenance of buildings, equipment, play equipment and structures; £5,500 for insurance and administration. Council approved the recommendation to grant **£28,000** with a condition that before another grant payment be made in the future a breakdown of what the money has been spent on is submitted.
- (ii) HTC Grant – Shire Hall. **£31,978** was requested with a breakdown of £27,478 for a new lighting system; £10,500 for general upkeep/office opening/tourist information point. (With £6,000 income for other sources). Council approved the recommendation to grant **£30,000** with a condition that before another grant payment be made in future a breakdown of tourist information costs is submitted.
  - (iii) S137 – Howden AFC. **£25,000** was requested to expand the car park. Council approved the recommendation that as Council have already contributed through a previous grant for a car park, **£15,000** be approved if the organisation can match fund.
  - (iv) S137 – Howden Scouts. **£7059** was requested towards a trailer for the group. Council approved the recommendation to grant the full amount.
  - (v) Howden Show. **£1467.52** was requested to fund the Community Tent at the 2023 Howden Show. Council approved the recommendation to grant the full amount.
  - (vi) Howden Vintage Day. **£2,000** was requested to help fund the 2023 Howden Vintage Day. Council approved the recommendation to grant the full amount.
  - (vii) Howdenshire Music Project. **£1,500** was requested to help fund a June evening concert. Council approved the recommendation to grant the full amount.

A budget of **£239,380.77** was agreed with a supplement of £15,000 from underspend resulting in an agreed precept of **£224,380.77**. This equates to a Band D Council Tax requirement for Howden in 2023/2034 of £116.44 - an increase of £2.48 which equates to 2.18 percent. Approved.

**2023-07-FC: Planning Applications – to discuss, agree and submit the Council’s observations.**

2023-07.1-FC: [22/03977/TPO](#) TPO - HOWDEN NO. 7 - 1997 (REF 486) T62 & T63 - Crown reduce 1 no. Horse Chestnut tree to top and shape as the tree has become extremely large and overhangs the neighbour's lawn; Fell 1 no. Ash tree or crown reduce to top and shape to match the Horse Chestnut tree as it is lifting the ground, is overhanging the pavement/road and the trunk of the tree is being strangled by ivy at 26 Knedlington Road, Howden, East Riding of Yorkshire, DN14 7ER.

If the Council are minded to approve this application the Town Council requests the ash tree is removed to further reduce the risk of ash die back and is replaced with a suitable native tree and the Horse Chestnut tree is sympathetically topped and shaped and any ivy on the chestnut is cut back at ground level and left to die back.

2023-07.2-FC: [03923/STREM](#) Erection of a unit and associated infrastructure including parking and landscaping following Outline Permission 22/00037/STOUT

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(Appearance, Landscaping, Layout and Scale to be considered) at Land East Of The Knoll, Boothferry Road, Knedlington, East Riding Of Yorkshire, DN14 7EQ.

If the Council are minded to approve this application, the Town Council requests that further an extensive boundary landscaping is included to the north and north east to help reduce the light and noise pollution to residents of south Howden (ie Boothgate and surrounding area). The full application needs to contain details of suitable drainage water management.

**2023-08-FC: Project Loo. To receive an update from the Chair and agree any actions.**

The Chair reported a further delay - the lease finally being ready to sign, however it was written by ERYC requiring a common seal which the Town Council does not have. It is now being re-written. Council agreed as soon as it is ready it can be signed by Councillor Roberts and Councillor Drury and witnessed by the Clerk. (Local Government Act 1972, s14).

**2023-09-FC: Bishopgate Traffic Issues. To receive a report from Councillor Smythson and an update from the Clerk and agree any actions.**

To be deferred to a further meeting. (Note 2023-10-FC)

**2023-10-FC: Station Road/Wood Lane Traffic Issues. To receive an update from the Clerk and agree any actions.**

The Clerk reported she had correspondence from ERYC to state that agreed traffic surveys on Bishopgate and Station Road were delayed due to an oversubscription for traffic surveys. ERYC were reassessing which they can fulfil in this financial year.

**2023-11-FC: Knedlington Crossroads Traffic Issues. To receive a report from the Chair and agree any actions.**

The Chair reported he had met with the Chair of Asselby and Barmby parish councils. Council agreed to spend a third of the £300 required to access the results of the survey which had been distributed to gain residents' opinions. Several ideas have been made such as reduced speed limit from Barnhill Junction to the crossroads and double white lines in the area. Councillor Bayram advised to speak to the Streetscene department at ERYC, while the Clerk advised she would request FOI data from the emergency services for accident data at the crossroads.

**2023-12-FC: Town Centre Events. To receive report and proposal from the Town Centre/Events Officer and agree any actions.**

Council agreed dates of Friday May 5<sup>th</sup> for a Coronation celebration and Community Concert (noted Howden Vintage Day had the town centre, Shire Hall and Minster booked for their event on Saturday May 6<sup>th</sup> – and would be streaming the Coronation live in the Shire Hall as part of the days' festivities); Sunday November 12<sup>th</sup> for Remembrance Day, Monday November 6<sup>th</sup> for the 2023 launch of Shop Local and Thursday December 7<sup>th</sup> for Howden Christmas Market.

**2023-13-FC: Howden Minster Bells. To receive an update from the Clerk and agree any actions.**

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No update.

**2023-14-FC: Community Fridge/Warm Hub. To receive an update from Councillor Howard and agree any actions.**

Councillor Howard reported that with the colder weather, there were more people accessing the Warm Hub. He explained he needed a further £500 to be able to match fund for a community grant towards the space. Council agreed to donate the £500 for this as £400 had previously been requested and budgeted for towards the Community Fridge which has not been accessed. (Local Government Act (Miscellaneous Provisions) Act 1976, s19, ss 3 (s))

**2023-15-FC: Ashes Committee Minutes. To receive the latest minutes.**

The minutes were received. Agreed to ask the Ashes to provide names of those present at their meetings, not just initials.

**2023-16-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 only to be invoked if Council are unable to meet.

**2023-17-FC: Finance December/January. 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 January monthly schedule 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 December 2022. Approved. Council approved the payments of £11489.03 for January to be made. Approved.

**2023-18-FC: Monthly Checklist. To receive the Clerk's monthly checklist.**

The Clerk's monthly checklist was received.

**2023-19-FC: Correspondence.**

The Clerk reported a request from the Ashes Playing Field Trust for more Council reps; There has been interest in hiring out the office space in the Town Council offices with a meeting arranged between the Clerk and Mr Ian Screeton to give advice on rental fees.

**2023-20-FC: Items for next agenda.**

Bishopgate Traffic, Ashes Town Reps, Project Loo, BOOM update, Knedlington Crossroads Update.

**2023-21-FC: Date of Next Meeting: Tuesday February 21<sup>st</sup> 2023 at 7pm.**

The meeting closed at 8.28pm.

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