



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday January 15th 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts (Chair), Drury, Long, Cave, Pears, Ward, Blee, Ashton, Hart, Howard

In Attendance: L Smith (Town Centre/Events Officer), Member of the Press, Five Co-Option Candidates, L Brant (APFT)

Clerk: S Boggitt

2024-01-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillor Clarke – accepted.

2024-02-FC: Declaration of Interest –

2024-02.1-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.

2024-02.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2024-03-FC Co-Option. To vote on the co-option of two Councillors for the two vacant seats. For resolution.

Following co-option vote, Max McLellan received a majority vote for vacancy one and Sarah Young received a majority vote for vacancy two. Sarah Young signed the declaration of acceptance and sat on Council straight away. As Max McLellan was not at the meeting the Clerk will arrange for him to sign his before the next meeting.

2024-04-FC: Public Participation. To adjourn (for a maximum of 15 minutes) the meeting for members of the public to make representation over any item on the agenda. (NB any item not on the agenda will not be discussed but may be considered for a future meeting).

No requests.

2024-05-FC: Minutes of the Town Council meeting held Tuesday December 12th 2023 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday December 12th 2023 were agreed and approved as a true record.

2024-06-FC: Minutes of the RAM Committee Meeting held Tuesday January 9th 2024 – to receive and approve any recommendations.

The minutes of the RAM Committee Meeting held Tuesday January 9th 2024 were received. Recommendations from the meeting to be discussed in item 2024-07-FC.



2024-07-FC: Budget and Precept 2024/2025. To agree the recommended budget and set the precept. For resolution.

Council approved the recommended grant payments, budget and precept as set out below.

(This includes Council expenditure of £173,755.18 plus an additional £84,178.32 of grants)

- 1) Howden Ashes Playing Field - £119,500 was requested for various items. It was agreed to recommend to Council to approve **£23,000** for grass cutting, waste management and hedge and bush maintenance.
- 2) Howden Shire Hall - £39,371 was requested for £5,000 contribution to the heating and £34,271 to fund the remaining difference of the new frontage project to the building following other grant applications. It was agreed to recommend to Council to approve **£25,000** towards the frontage project with a request that the remaining £9,271 be self funded with evidence of the Just Giving campaign funds raised.
- 3) Howden Bowls Club - £5,000 was requested for a new grass mower. It was agreed to recommend to Council to approve **£1,500** towards the new mower.
- 4) HomeStart - £5686 was requested for a new family support system in Howden. It was agreed to recommend to Council to approve the full amount of **£5686**.
- 5) Howden AFC - £30,000 was requested towards a new boundary fence. It was agreed to recommend to Council a maximum grant of **£22,000** if the group can match fund the other £22,000 for the estimated £44,000 project. With the added condition there are three quotes are obtained before any monies are released.
- 6) Howden Civic Society - £1382 was requested for a three-part project including exhibitions, display cabinets and celebration events. It was agreed to recommend to Council to approve the full amount of **£1382**.
- 7) Howden Show - £1614.27 was requested to fund the Community Tent at this year's show. It was agreed to recommend to Council to approve the full amount of **£1614.27**.
- 8) Howden Vintage Day - £2,000 was requested towards the running of the event. It was agreed to recommend to Council to approve the full amount of £2,000.
- 9) A Shining Light - £1157.05 was requested towards further development of the charity and associated works with the young people of Howden. It was agreed to recommend to Council to approve the full amount of **£1157.05**.
- 10) Howdenshire Music - £839 was requested towards purchase of a new TV screen for concerts. It was agreed to recommend to Council to approve the full amount of **£839**.

A budget of £256,383.50 was agreed (after factoring in income) with a supplement of £15,000 from underspend resulting in a recommended precept of £241,383.50. This equates to a 1.67 percent Band D increase on 2023/2024 (a £1.95 per increase per Band D property per year)

2024-08-FC: Planning Applications – to discuss, agree and submit Council's observations.

2024-08.1-PL: [23/03613/PLF](#) Erection of two storey extension to side; construction of triple dormer windows to front roof slope; installation of porch to front and replacement gate (1.8 metres); and widening of vehicular access (3.8 metres) at Orchard Lodge, 1a Knedlington Road, Howden, East Riding of Yorkshire, DN14 7DG.

The Town Council makes no observations on this application.



2024-08.2-PL: [23/02210/PLF](#) Erection of shed/garden room to rear at 55 Boothgate Drive, Howden, East Riding of Yorkshire, DN14 7EN.

The Town Council makes no observations on this application.

2024-08.3-PL: [23/03697/PLF](#) Erection of single storey rear extension at 2 Dove Gardens, Howden, East Riding of Yorkshire, DN14 7RZ.

The Town Council makes no observations on this application.

2024-09-FC: Committee Membership. To agree updated Committee membership after successful co-option.

Agreed to slot Councillor Young and Councillor McLellan into the two vacancies on Planning, Amenities and HJBC.

2024-10-FC: Town Centre/Events Officer Report. To receive report and agree any actions.

The Town Centre/Events Officer started her report with news of the Christmas Market. Following traffic issues at the December event a meeting was called by Humberside Police and ERYC Event Safety Advisory Group. A very comprehensive report was given to Council outlining the hurdles faced when planning an event of this nature and size ie traffic management, first-aid provision, SIA provision, anti-terrorism provision and staff being personally liable should an incident occur as the named officer on the event management plan. Council agreed that due to these issues, the number of people required and the extra costs that a Christmas Market would incur would not be organised by Council this year.

The report went on to state that a many number of other things were in the pipeline for 2024 including Phase 2 of the Visit Howden project, Trader's Meetings, Art4 All, Community Cafes, D Day Commemoration, Friends of Howden Marsh, Remembrance Service, Soup and Carols, Santa's Sleigh and another Love Howden/Shop Local initiative. All of these were agreed by Council plus an additional £1,000 towards the Art4All project in April.

2024-11-FC: Water and Drainage Issues. To receive a report from the Chair and agree any actions.

The Chair reported he had been called to use the Town Council pumps in resident's gardens at the end of 2023 following the heavy rainfall. Another meeting with Yorkshire Water is to be arranged ASAP and agreed the Clerk to put a social media post out asking for people who have been affected by the recent heavy rain / any other drainage or sewerage issues to get in touch. Councillor Howard agreed to speak to ERYC Committee about these issues.

2024-12-FC: Local Council Award Scheme. To receive update from the Clerk and agree any actions.

Council agreed with the Clerk's request to apply for the Local Council Award Scheme now that she feels all the actions have been ticked off. A Town Council management plan is being drafted for consideration at February's meeting.



2024-13-FC: Lovell Volunteer Day. To receive report from the Clerk and discuss and agree any actions.

The Clerk reported Lovell had been in touch again to organise another Volunteer's Day. To be deferred to Amenities Committee in February.

2024-14-FC: Ashes Committee. To receive the latest minutes and agree any actions.

The Ashes Committee minutes for October and November were received.

2024-15-FC: Draft Sustainable Transport SPD Update Consultation. To receive a report from the Clerk and agree to respond at the next Full Council meeting.

Agreed to respond at the February meeting.

2024-16-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 December and January 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 November (Approved). Council approved the payments of £7463.55 for December since the last meeting and £1896.47 for January to be made.

2024-17-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

Received.

2024-18-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard spoke about the Howden Action Group CIC which he has set up. This will enable projects such as the Youth Engagement Programme, a Youth Hub and many other associated projects to take place. He requested Howden Town Council had membership representation on the CIC. Agreed to put this on February's agenda.

2024-19-FC: Correspondence.

The Clerk reported she had been notified Howden has been assigned a new PCSO – PCSO Rebecca Addinell. PCSO Addinell will be undertaking monthly surgeries at Howden Library. Councillor Roberts raised two pieces of correspondence 1) A reminder for people to sign up to alerts re: the solar farm progression and related planning and 2) tree issues on the Marsh following a resident's request to cut down some trees.

2024-20-FC: Items for next agenda.

Committee membership, Standing Items.

2024-21-FC: Date of Next Meeting: Tuesday February 13th 2023 at 7pm.

The meeting closed at 9.17pm