



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday April 16th 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillor Roberts (Chair), Ward, Drury, Long, Hart, Pears, Howard, Ashton, McLellan, Clarke, Blee

In Attendance: L Smith (Tourism and Marketing Officer), Member of the Press

Clerk: S Boggitt

2024-62-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillor Cave – accepted. Non-attendance Councillor Young.

2024-63-FC: Declaration of Interest –

2024-63.1-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

2024-63.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None

2024-64-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 members of the public were present.

2024-65-FC: Minutes of the Town Council meeting held Tuesday March 19th 2024 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday March 19th 2024 were agreed and approved as a true record.

2024-66-FC: Minutes of the Amenities Committee Meeting held Tuesday April 9th 2024 – to receive and approve any recommendations.

The minutes of the Amenities Committee meeting held Tuesday April 9th were received. The Derwent Play Park consultation document was received. Agreed to add two points and the survey. Councillor Howard to liaise with the Clerk. Councillor Howard also agreed to check with ERYC if any S106 monies would be available for the project.

2024-67-FC: Minutes of the Planning Committee Meeting held Tuesday April 9th 2024 – to receive and approve any recommendations.

The minutes of the Planning Committee meeting held Tuesday April 9th were received.



2024-68-FC: Minutes of the Howden Joint Burial Committee Meeting held Wednesday April 10th 2024 to receive and approve any recommendations.

The minutes of the HJBC meeting held Wednesday April 10th were received.

2024-69-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

The Tourism and Marketing Officer have a Visit Howden update and an Art 4 All update which is taking place the following weekend. She requested £500 towards further work on Visit Howden and £500 for a D Day Commemoration Day on June 6th. Both these amounts were approved by Council.

2024-70-FC: 2024/2025 Meeting Dates. To receive the meeting dates for 2024/2025.

The meeting dates were received and accepted.

2024-71-FC: Howden Action Group and Youth Engagement Project. To agree Council financial support for Youth Engagement Project in 2024/2025.

Council agreed to support the project and out of this financial year pledge the previously agreed £2,700. The Clerk confirmed the Council would need to be involved in the project as this was not a grant.

2024-72-FC: Town Council Finance Package. To receive report from the Clerk and agree any actions.

Council resolved to move to Scribe for the Council finances. The Clerk reported she would need RIALTAS to complete the Year End. Council agreed to pay both subscriptions as a one off payment to allow year end to be completed on RIALTAS and the new year started on SCRIBE.

2024-73-FC: Ashes Committee. To receive the latest minutes and agree any actions.

The minutes were received. Council agreed to the Ashes request to reinstate Town Council members on the Ashes Committee and would do at the May meeting.

2024-74-FC: Finance March/April. 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 April monthly schedules with voucher numbers for each invoice received and the date they had cleared the bank were presented (NB none for March had been received or made since the last meeting), alongside bank reconciliations up to the end of March (Co-Op). Council approved the payments of £8591.08 to be made.

2024-75-FC: Microsoft 365. To receive a report from the Clerk.

The Clerk reported she had had some training on 365 and would like to trial with some Councillors its use before rolling it out to FC. Councillors Roberts, Blee and McLellan agreed to assist.

2024-76-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

The monthly checklist was received.



2024-77-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard reported there was a start date for the Goole Hopper, starting service through Howden on May 7th. A launch meeting of the Howden Action Group CIC is scheduled for April 25th at 6pm – all Councillors invited to attend. Councillor Howard also requested the issue of a refuge/pedestrian crossing on Thorpe Road be discussed at Planning Committee.

2024-78-FC: Correspondence.

None.

2024-79-FC: Items for next agenda.

Standing Items. Election of Chair.

2024-80-FC: Date of Next Meeting: Tuesday May 21st 2024 at 7pm (NB This is also the date of the Annual Town Meeting to be held at 6pm)

The meeting closed at 8.09pm