



## Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday May 21<sup>st</sup> 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillor Roberts, Ward, Drury, Long, Hart, Pears, Howard, McLellan, Clarke, Young

In Attendance: L Smith (Tourism and Marketing Officer), Member of the Press, Approximately 30 members of the public

Clerk: S Boggitt

### **2024-81-FC: Election of Chair to the Council.**

Councillor Drury proposed Councillor Roberts for the position of Chair. There were no other nominations and Councillor Roberts accepted – Approved.

### **2024-82-FC: Declaration of Acceptance of Office to Chair.**

The declaration of acceptance of Office to Chair was signed.

### **2024-83-FC: Election of Vice-Chair.**

Councillor Hart proposed Councillor Drury for the position of Vice-Chair. There were no other nominations and Councillor Drury accepted – Approved.

### **2024-84-FC: Apologies for absence – to receive and accept.**

Apologies were received from Councillors Cave and Blee – accepted. It was also noted at this point Councillor Ashton had resigned from Council.

### **2024-85-FC: Declaration of Interest –**

2024-85.1-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.

2024-85.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

**2024-86-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).**

Residents of the Boothgate/Osana Avenue area commented on the upcoming planning agenda item. Views for and against the application were made.



**2024-87-FC: Planning Applications – to discuss, agree and submit the Committee’s observations.**

2024-87.1-FC: [24/00022/STOUT](#) Outline – Residential development of up to 64 dwellings (Access to be considered) at Land North West of Boothgate, Amenity Land, Boothgate, Howden, East Riding of Yorkshire.

The Town Council cannot comment in full at this stage as this is only an OUTLINE application and there are a number of requests for further information and clarity from ERYC departments and number of mixed views from local residents. We request that the full planning application - when complete - is brought to the Town Council for comment.

**2024-88-FC: Minutes of the Town Council meeting held Tuesday April 16<sup>th</sup> 2024 – to agree and approve as a true record.**

The minutes of the Town Council meeting held Tuesday April 16<sup>th</sup> 2024 were received and agreed and approved as a true record.

**2024-89-FC: Minutes of the Planning Meeting held Tuesday May 7<sup>th</sup> 2024 – to receive and approve any recommendations.**

The minutes of the Planning Committee meeting held Tuesday May 7<sup>th</sup> 2024 were received. There were no recommendations.

**2024-90-FC: Minutes of the Resources and Asset Management Committee Meeting held Tuesday May 14<sup>th</sup> 2024 – to receive and approve any recommendations.**

The minutes of the Resources and Asset Management Committee meeting held Tuesday May 14<sup>th</sup> 2024 were received. Council approved the recommended policies as presented – Publication Scheme, Bio-Diversity Policy and Crime and Disorder Policy. Council also formally recognised its duties in relation to bio-diversity and crime and disorder.

**2024-91-FC: Appointment of Representatives on Committees and Outside Organisations. To review and agree.**

The representatives on Committees and Outside Organisations was reviewed. Agreed after co-option to fill Councillor Ashton’s vacant positions on Committees. Agreed Councillor Young be the new Town Council representative on the Ashes Trust Committee.

**2024-92-FC: Policies and Procedure Schedule. To review and accept the schedule.**

The schedule was reviewed and accepted.

**2024-93-FC: How-G Update. To receive update from the Chair.**

The Chair reported back from a meeting with Jonathan Atkinson re How-G. Once the new relief road had gone out to tender there would be more specific dates to work towards. A new meeting date would be made for mid summer once the tender has gone out.

**2024-94-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.**

The Tourism and Marketing Officer reported plans were in place for the D-Day Commemorations on June 6<sup>th</sup> and a successful bid for a £500 ERYC grant had been made for the event. Council agreed costs of up to £100 towards the Visit Howden online newsletter as



demand had been higher than thought, therefore the free newsletter may not be an option if more people sign up. Council also agreed up to £100 for a half page advert in the Howden Show programme.

**2024-95-FC: Insurance Renewal. To agree insurance renewal for 2024/2025.**

Council agreed the insurance renewal as presented.

**2024-96-FC: Internal Auditor. To agree internal auditor for 2024/2025.**

Council agreed to contract the services of the Internal Audit to Richard Dixon for 2024/2025.

**2024-97-FC: Health and Safety Advisor. To receive update from the Clerk and agree any actions.**

The Clerk reported the current H&S advisor was retiring and had a quote for a new company recommended by the outgoing advisor. The cost was the same and with the same conditions. Council also agreed to a DD payment each month rather than pay on invoice.

**2024-98-FC: Ashes Committee. To receive the latest minutes and agree any actions.**

There were no minutes to receive.

**2024-99-FC: Anti-Social Behaviour Reports. To receive reports.**

The reports were received. It was noted that the official reporting of Anti-Social Behaviour appears to be a lot less than the general feel via social media etc. Agreed to remind people that all instances must be reported.

**2024-100-FC: Finance April/May. 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 and May monthly schedules with voucher numbers for each invoice received and the date they had cleared the bank were presented. Council approved the payments of £1694.37 for April and £52,894.84 for May to be made. There were no bank transactions for authorisation as the Clerk noted she had not had time to set up Scribe in the new financial year yet, following the recent closedown of 23/24 on RIALTAS.

**2024-101-FC: Monthly Checklist. To receive the Clerk's monthly checklist.**

The checklist was received.

**2024-102-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.**

Councillor Howard reported the Goole and Howden Hopper was being well received. He reported he had investigated traders undertaking Dementia Friendly training as part of Accessible Howden, alongside the Changing Place, new Shire Hall entrance and Howden Mile etc.

**2024-103-FC: Correspondence.**

None.

**2024-104-FC: Items for next agenda.**



Standing Items.

**2024-105-PG: 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.**

Passed.

**2024-106-PG: Minutes of the Personnel and Grievance Committee Meeting held Tuesday June 7<sup>th</sup> 2024 – to receive and approve any recommendations.**

The minutes of the Personnel and Grievance Committee meeting were received. No recommendations to be approved.

**2024-107-PG: 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.**

Passed.

**2024-108-FC: Date of Next Meeting: Tuesday June 18<sup>th</sup> 2024 at 7pm.**

The meeting closed at 8.32pm