



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday June 18th 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts (Chair), Clarke, Drury, McLellan, Long, Pears, Young, Hart, Howard

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

Clerk: S Boggitt

2024-109-FC: Apologies for absence – to receive and accept.

Apologies for absence were received from Councillors Cave, Ward and Blee – all accepted.

2024-110-FC: Declaration of Interest –

2024-110.1-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.

2024-110.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2024-111-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 present.

2024-112-FC: Minutes of the Town Council meeting held Tuesday May 21st 2024 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday May 21st 2024 were received and agreed and approved as a true record.

2024-113-FC: Minutes of the Amenities Committee meeting held Tuesday June 4th 2024 – to receive and approve any recommendations.

The minutes of the Amenities Committee meeting held Tuesday June 4th 2024 were received with no recommendations to approve.

2024-114-FC: Minutes of the Planning Meeting held Tuesday June 11th 2024 – to receive and approve any recommendations.

The minutes of the Planning Meeting held Tuesday June 11th 2024 were received with no recommendations to approve.

2024-115-FC: To formally receive resignation of Councillor Ashton and agree co-option procedure.



Resignation received and, following notification from ERYC that a request to fill the above vacancy by way of an election has not been received within the prescribed time period, agreed co-option procedure. The Clerk to facilitate with co-option on the July agenda.

2024-116-FC: Internal Audit Report. To receive the end of year audit report and action plan.

The report and action plan were received. All actions would be on the RAM agenda for July.

2024-117-FC: AGAR 2023/2024 – To Agree and Sign Section 1 – Annual Governance Statement and agree answers to any NO questions. (Attached) To agree suggested dates for Public Rights Notice.

Section 1 and Section 2 of the AGAR were agreed and signed. There were no NO questions to agree answers to and the dates for public rights of notice were agreed as June 20th 2024 – July 31st 2024. The Clerk to send all relevant documents to the external auditor and report back to RAM.

2024-118-FC: Ward Boundary Review. To receive report from the Chair and agree any actions.

The Chair reported a ward boundary review consultation had been started following the recent ERYC review. As the general election has been announced there is a delay to proceedings and information should be available for the next meeting.

2024-119-FC: Youth Engagement Plan. To receive report from Councillor Howard and agree any actions.

Councillor Howard reported Howden had been chosen to be part of a pilot ERYC youth engagement scheme. This would take the form of two youth workers being available two days a week throughout the summer, one day would be out in the town and one day would be a specified organised activity. Council had already agreed financial support of £2,700 as part of a joint venture. Council resolved to allow the payments to be made as soon as an invoice/receipt was raised from Councillor Howard by the Clerk using delegated powers, without the need for it to go to a Council meeting (up to the £2,700 agreed).

2024-120-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

The Tourism and Marketing Officer reported the Visit Howden website was gaining thousands of hits per month and the social media water bottle hunt appears to have been a hit. Council agreed expenditure of up to £500 for a traffic management company to be responsible for the road closure for Remembrance Day. They also agreed expenditure of up to £500 towards this year's Santa's Sleigh if sponsorship could not be found, however LS was confident sponsorship would be found again as last year. Grants had been applied for through the Local Growth team at ERYC for new signage around the town and a DIFEY for new Christmas lights. This would all be reported back at future meetings as they progress.

2024-121-FC: Ashes Committee. To receive the latest minutes and agree any actions.

There were no minutes to receive.

2024-122-FC: Finance May/June. 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.



The Clerk noted that there were no bank reconciliations as she has not been able to access the new SCRIBE finance package yet as RIALTAS had not given access to the hard data needed to transfer to SCRIBE. Council received the hard copy bank statements. A copy of the June monthly schedules (none for May since the last meeting) with voucher numbers for each invoice received and the date they had cleared the bank were presented. Council approved the payments of £3685.92 for June to be made.

2024-123-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

The monthly checklist was received.

2024-124-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard reported a site for the Howden Action Group's Men in Sheds had been identified and agreed. It has been agreed to use the former White's Travel building at California Gardens with space for two extra buildings (containers). The group are looking at a way of funding this with Humber and Wolds Action Group already pledging monies. He also reported that following contact with the Clerk he was now the '20s Plenty for Us' campaigner and this would be reported back at the next Planning Committee meeting. He also reported he had correspondence from ERYC stating the Howden relief road would start being built in January 2025.

2024-125-FC: Date of Next Meeting: Tuesday July 16th 2024 at 7pm.

The meeting closed at 8.06pm.