



## Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday August 13<sup>th</sup> 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

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

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

Clerk: S Boggitt

### AGENDA

#### **2024-145-FC: Apologies for absence – to receive and accept.**

Apologies were received from Councillors Blee, Young – accepted.

#### **2024-146-FC: Declaration of Interest –**

2024-146.1-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.

2024-146.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

#### **2024-147-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).**

As the Member of the Public attended to talk about the APFT it was agreed to move 2024-158-FC to this part of the agenda.

#### **2024-158-FC: Ashes Committee. To receive the latest minutes and agree any actions.**

A member of the public and local business owner spoke about the issues regarding bins on Ashes land. Both her and another business owner had proposed they built a bin storage hidden out the way on the lawn at the back of the Manor House. This had been rejected by the APFT – however the Town Council agreed to back the business owners in approaching the APFT again to see if a mutual agreement could be reached and the bin store located in the proposed location.

#### **2024-148-FC: Minutes of the Town Council meeting held Tuesday July 16<sup>th</sup> 2024 – to agree and approve as a true record.**

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

#### **2024-149-FC: Minutes of the Amenities Committee meeting held Tuesday August 6<sup>th</sup> 2024 – to receive and approve any recommendations.**



The minutes of the Amenities Committee meeting held Tuesday August 6<sup>th</sup> 2024 were received. There were no recommendations to approve. Councillor Roberts reported that there had been 471 responses to the Community Woodland questionnaire with mainly positive responses. It was agreed he would approach local businesses again in looking to secure the funds to purchase the land.

**2024-150-FC: Minutes of the Planning Committee meeting held Tuesday August 6<sup>th</sup> 2024 – to receive and approve any recommendations.**

The minutes of the Planning Committee held Tuesday August 6<sup>th</sup> 2024 were received. Council agreed the following recommended follow-up response in relation to planning application 24/01238/PLF: Please note this is an additional comment following sight of some updated documents on the portal: The Town Council welcomes the acknowledgement of its main concern regards the marking of the route for vehicles through the wider site and proposed development, red line, in the Amended - Transport Note date 10 July 2024. However, the council's objection still stands as the council still has concerns that on the Proposed Site Layout ref 2013 7e it is still not clear that the entrance off the A614 is entrance only. The council request that on the Site Layout plan, within the application red line, and subsequently implemented on site a clear NO EXIT is marked across the entrance, as originally required under planning ref 16/00931/PLF and the NO EXIT road signs must be bigger and clearer. In addition, it would be beneficial to have ENTRANCE ONLY road signs on the A614 side of the entrance. It is acknowledged that the PFS and Greggs are not part of this application but are within the ownership blue line and are integral to the safe and clear egress of vehicles and pedestrians entering the site off the A614 and travelling through the wider site, therefore the town council request that clear one way/exist routes are displayed through the PFS to show vehicles the only route onto/through the proposed development and within the red line in front of Greggs to ensure that all vehicles exit the wider site via Howdendyke Rd only and don't turn against traffic, when leaving the PFS and Greggs, entering the site off the A614, which happens at present. These markings would also help to direct traffic towards the proposed development which the council welcomes.

**2024-151-FC: Proposed Stopping Up Order – Howden Market Place. To receive order and agree Council comments.**

Council agreed the following reponse: There is concern that if this order is initiated immediately then it could cause confusion over CPZ and car parking .. ie, there will be no waiting limits within this area, therefore cars could park there for as long as they want and if the traffic enforcement officers are not aware they could be ticketing cars illegally. The advice would be to ensure all parties are fully clear over the restrictions while work is being completed.

**2024-152-FC: 20mph Update. To receive reports from Councillor Howard and the Clerk in relation to Speed Awareness Cameras and 20s Plenty Campaign resources and to agree any actions.**

The Clerk reported that following a recent meeting, the Council had now signed up to the 20s Plenty Campaign – resources were payable and Council agreed to spend up to the Clerk's delegated limit of £500 – the Clerk to purchase (car and bin stickers etc). It was agreed to speak to Humberside Police to ask what their policy on 20mph is as the campaign manager



reports that in a 20mph zone or area with a defined red circle then 20mph is the legal limit and is enforceable.

**2024-153-FC: Ward Boundary Review. To agree official Council response to the Boundary Commission Review.**

Council agreed on the following response: In our point of view there are no immediate, obvious or logical options. We would welcome your further consultation with any suggestions or range of options.

**2024-154-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.**

It was reported that a bid for £5,000 towards new town Christmas lights from the ERYC Do it For East Yorkshire grant pot had been successful. With top up from agreed Town Council budget the lights to be bought ASAP. The East Riding magazine that is delivered to all homes across the county had requested an article on Howden and specifically the ERYC funded 'Love Howden' project. A team to take photos tomorrow (Wed August 14<sup>th</sup>). There is another pot of money to look at town signage but more works need to be done on this and dates for the Howden Santa Sleigh trail were confirmed for December. Agreed that as there is no Christmas market this year the Town Council will fully fund this.

**2024-155-FC: Dementia Friendly Town. To receive report from the Clerk and agree any actions.**

The Clerk reported she had been approached by a member of the public in relation to making Howden a 'Dementia Friendly Town'. It was agreed the Council with the Clerk would head up this campaign with collaboration and guidance from Gill and Joe Dixon.

**2024-156-FC: Town Networking. To receive a report from the Clerk and agree any actions.**

The Clerk reported she had attended a Rotary meeting where the idea of a town wide networking event was proposed to bring charities, businesses and non-for profit organisations together. It was agreed Council with the Clerk would arrange this alongside Rotary/Shake members.

**2024-157-FC: Office Leases. To receive update from the Clerk.**

The Clerk reported the APFT had secured the lease on the vacant upstairs office with the lease terms being agreed by Council the previous year.

**2024-159-FC: Finance July/August. 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 SCRIBE reports to receive and accept.**

A copy of the July and August monthly schedules with voucher numbers for each invoice received, alongside bank reconciliations up to the end of June (Co-Op). Council approved the payments of £20651.40 for July since the last meeting and £506.94 for August to be made. The bank reconciliation was agreed and signed by the Chair.



**2024-160-FC: Monthly Checklist. To receive the Clerk's monthly checklist.**

The checklist was received.

**2024-161-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.**

Councillor Howard reported the Howden Community Shed was due to open that week and Councillors were invited to its opening week. The Youth Engagement Programme was reported to be a success with more young people attending each week and to date 56 surveys completed.

**2024-162-FC: Correspondence.**

None.

**2024-163-FC: Items for next agenda.**

Standing Items.

**2024-164-FC: Date of Next Meeting: Tuesday September 17<sup>th</sup> 2024 at 7pm.**

The meeting closed at 8.48pm.