



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday November 19th 2024 at 7pm at the Town Council Offices, Bridgegate, Howden.

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

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

Clerk: S Boggitt

2024-201-FC: Apologies for absence – to receive and accept.

Apologies for absence were received from Councillors Howard and Young – Accepted.

2024-202-FC: Declaration of Interest –

2024-202.1-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.

2024-202.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2024-203-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 presents.

2024-204-FC: Minutes of the Town Council meeting held Tuesday October 15th 2024 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday October 15th 2024 were agreed and approved as a true record.

2024-205-FC: Minutes of the Planning Committee meeting held Tuesday November 12th 2024 – to receive and approve any recommendations.

The minutes of the Planning Committee meeting held Tuesday November 12th 2024 were received with no recommendations to be agreed.

2024-206-FC: Minutes of the RAM Committee meeting held Tuesday November 12th 2024 – to receive and approve any recommendations.

The minutes of the RAM Committee meeting held Tuesday November 12th 2024 were received. Council approved committee's recommendation to adopt the following policies: Sexual and General Harassment Policy, Dignity at Work Policy, Asset Register Policy (agreed to change the review schedule to every four years), Code of Conduct, Complaints Policy, Disciplinary Policy, Health and Safety Policy and Privacy Notice.



2024-207-FC: Local Plan Consultation. To ratify the response to the Local Plan Update using delegated powers.

The response was ratified.

2024-208-FC: Draft Design Code. To agree Council response to the East Riding of Yorkshire Draft Design Code.

Agreed comments were made via the online consultation form.

2024-209-FC: Civility and Respect Pledge. To agree Council signs the Pledge.

After agreeing Council had fulfilled the criteria, it was agreed to sign the Civility and Respect Pledge.

2024-210-FC: Remote Attendance Consultation. To agree Council response to the Central Government consultation enabling remote attendance and proxy voting.

The agreed response was made via the online consultation form.

2024-211-FC: Howden Marsh PROW. To receive update from the Chair on bridge location at Howden Marsh and agree any actions.

Councillor Roberts reported on the many issues with the new bridge and PROW (the bridge is not in the agreed place and Knedlington Estates also have concerns). It was agreed to formally object to the installation, with Councillor Roberts drafting a letter to ERYC after consultation with the Clerk and Councillor Drury (Chair of Amenities). This will be ratified at the next meeting.

2024-212-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

Council agreed to the following events and initiatives for the following year subject to budget approval in January. VE Day celebrations, Howden Show material (Visit Howden), Howden History Project, Howden Calendar, Halloween in Howden (Visit Howden), Remembrance Events, Howden at Christmas Flyer (Visit Howden), Winter Window Competition (Visit Howden), Soup and Carols, Santa Sleigh Trail, First Aid Courses, Traders' Meetings, Friends of Howden Marsh, Community Art Group Collaboration, Howden Cinema Collaboration with Howden Shire Hall/Shake (to be confirmed when more details are available).

2024-213-FC: Knedlington Crossroads. To receive update from Councillor Howard and agree any actions.

In Councillor Howard's absence, Councillor Roberts reported that the speed limit order is being progressed, the land for the signs has been verbally agreed with the wayleave agreement going ahead and the detailed design for the realigned kerbs at the junction is now at detailed design stage.

2024-214-FC: Ashes Committee. To receive the latest minutes and agree any actions.

The draft minutes were received.



2024-215-FC: Finance October/November. 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 October and November monthly schedules with voucher numbers for each invoice received, alongside bank reconciliations up to October 29th (Co-Op) were received. Council approved the payments of £37580.98 for October since the last meeting and £14391.28 for November to be made. The bank reconciliation was agreed and signed by the Chair.

2024-216-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

Received.

2024-217-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

No update as Councillor Howard was not at the meeting.

2024-218-FC: Correspondence.

The Clerk reported that files to Councillors would be sent out via sharepoint from now on, with December as a practice and back up via email with January just via sharepoint.

2024-219-FC: Items for next agenda.

Standing items.

2024-220-FC: Date of Next Meeting: *Tuesday December 10th 2024 at 7pm.*

The meeting closed at 8.17pm