



Howden Town Council



Minutes of the Meeting of Howden Town Council held Tuesday April 15th 2025 at 7pm at the Town Council Offices, Bridgegate, Howden.

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

In Attendance: Member of the Press

Clerk: S Boggitt

2025-63-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillors Pears and Young – accepted.

2025-64-FC: Declaration of Interest –

2025-64.1-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.

2025-64.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-65-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 public representation.

2025-66-FC: Minutes of the Town Council meeting held Tuesday March 18th 2025 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday March 18th 2025 were received and agreed and approved as a true record.

2025-67-FC: Minutes of the Amenities Committee Meeting held Tuesday April 1st 2025 – to receive and approve any recommendations.

The minutes of the Amenities Committee Meeting held Tuesday April 1st 2025 were received with no recommendations to approve.

2025-68-FC: Planning Applications – to discuss, agree and submit the Committee's observations.

2025-68.1-FC: [PLAN/25/00412/PAD](#) Displaying of a new set of house name letters with trough light, one hanging pictorial sign fixed to existing bracket with new linolites, three x non-illuminated new amenity signs, four x new large lanterns, six x new led floodlight lights, one x new transom sign non illuminated, one x new car park sign non-illuminated, two x new bar signs to canopy non-illuminated, one x new welcome sign to canopy non-illuminated and two x new disclaimer signs non-illuminated at The Bowmans 33 Bridgegate Howden East Riding of Yorkshire DN14 7AE.

The Town Council made no observations on this application.



Howden Town Council



2025-68.2-FC: [PLAN/25/00639/PLF](#) Erection of two storey porch to front, construction of 3no. dormer windows and roof light balcony to rear, and raising of existing roof height with installation of roof lights at Blackthorn, Station Road, Howden, East Riding of Yorkshire, DN14 7LF.

The Town Council made no observations on this application.

2025-69-FC: East Riding Community Governance Review. To receive response from ERYC following Council's comments and agree any actions.

Council agreed to request ERNLCCA look at the ERYC response for guidance before responding. Agreed for Councillor McLellan to gauge residents' feelings from Rosewoods.

2025-70-FC: Updated Financial Regulations. To agree to adopt updated financial regulations, following The Procurement Regulation 2024 changes.

The Financial Regulations were adopted.

2025-71-FC: Traffic Concerns. To raise residents' concerns about traffic issues on Hailgate (Howden Infant School and Howden Junior School) and agree any actions. (To note HTC do not have the jurisdiction to make any changes to the highway or implement any measures).

Agreed to make ERYC aware of the issues around Hailgate, specifically at school start and end times and in light of no crossing patrol. Agreed to support residents and parents and carers in any lobbying for traffic calming measures.

2025-72-FC: CCTV. To receive update from the Clerk and agree any actions.

The Clerk presented a quote which had been received just an hour before the meeting. Agreed to defer to the next meeting which the Clerk gaining more information on specific costing questions.

2025-73-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

In the absence of the Tourism and Marketing Officer, the Clerk requested a date be confirmed for the erection of the town bunting and the take down of the Christmas lights. The Chair confirmed a date would be made ASAP with him taking the lead on communication due to the Clerk's annual leave starting.

2025-74-FC: Ashes Committee. To receive the latest minutes and agree any actions. (To include any update on the Disability Swing).

There were no minutes to receive. However, the Clerk reported that she had been invited to the next Ashes Committee meeting to talk about the proposed Wheelchair Swing. Councillor Pears to attend alongside her.

2025-75-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 SCRIBE reports to receive and accept.

A copy of the March and April monthly schedules with voucher numbers for each invoice received. Council approved the payments of £5445.47 for March since the last meeting and £4624.17 for April to be made. Co-Op Bank reconciliations received, agreed and signed.



Howden Town Council



2025-76-FC: Additional Bank Account. To receive report from the Clerk and agree any actions.

The Clerk reported again the issues she is having with NS&I and no statement still arrived for 2025, so she is unable to complete the year end with still at least a weeks' worth of work to do once the statement is in. Council agreed once the signatory issues with NS&I were resolved to close the account and open a new account at her discretion. The Clerk reported she had been recommended Hinckley and Rugby Building Society and would bring the documents to the next Full Council meeting for a resolution and minuted decision to enable her to open the account.

2025-77-FC: Annual Town Meeting. To agree 2025 date.

Agreed to hold this year's meeting at 6pm on Wednesday May 21st before the Full Council meeting (note change of date from Tuesday May 20th) – noting that in 2026 it will need to be longer as all groups awarded a grant will be invited to speak as part of the updated grant conditions.

2025-78-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard reported the Community Shed was now open and with current funding can run until June 2026. The Easter Youth Engagement Programme was deemed a success with 70 young people attending over the two nights.

2025-79-FC: Correspondence.

The Chair reported he had received complaints about weight restrictions allegedly being flouted on Shelford Avenue and Councillor Ward reported increased alleged speeding on Station Road. Agreed to report these back to Humberside Police as part of a meeting catch up report.

2025-80-FC: Items for next agenda.

CCTV, Stading Annual Meeting Items

2025-81-FC: Date of Next Meeting: Tuesday May 20th 2025 at 7pm.

NB It was agreed to move the date of the meeting to Wednesday May 21st 2025 at 7pm.

2025-82-FC: 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.

Motion passed.

2025-83-FC: Minutes of the Personnel and Grievance Committee held Wednesday April 9th 2025 - To receive and approve any recommendations.

The minutes were received and noted it has been agreed the Town and Tourism Marketing Officer is reducing her hours to 15 per week (from 20 per week) with immediate effect.

2025-84-FC: 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.

Motion passed.

The meeting closed at 8.07pm.