



## Howden Town Council



Minutes of the Meeting of Howden Town Council held Wednesday May 21st 2025 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts, Drury, Hart, Pears, Long, Young, Howard, Clarke, Blee, McLellan, Coutts, Ward

In Attendance: Member of Humberside Police, Member of the Public

Clerk: S Boggitt

### **2025-85-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.

### **2025-86-FC: Declaration of Acceptance of Office to Chair.**

The declaration of acceptance of Office to Chair was signed.

### **2025-87-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.

### **2025-88-FC: Apologies for absence – to receive and accept.**

Apologies for absence were received from Councillor Cave – accepted.

### **2025-89-FC: Declaration of Interest –**

2026-89.1-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.

2026-89.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

### **2025-90-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).**

The Police Officer in attendance was asked about the issues of parking on the verges on Station Road / Wood Lane. He agreed to investigate who was responsible for ticketing these vehicles. He was also reported that there had been speed checks done in various areas of Howden with no notes of concern from these checks. Agreed for an agenda item at the next meeting to come up with some areas of concern for future checks.

NB At this point a motion was passed to move item 2025-99-FC up the agenda.

### **2025-99-FC: CCTV. To receive report and update from the Clerk and to agree any actions.**

Following a substantial report to Council from the Clerk and with a verbal report from Humberside Police, Council resolved to undertake a CCTV project with the installation and



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SLA with East Riding of Yorkshire Council. It was agreed as per the ERYC quote to install two cameras in the Market Place and one on Charles Briggs Avenue, covering the public toilets and the Changing Place building. The SLA means the GDPR liability lands with East Riding of Yorkshire Council and not the Town Council.

**2025-91-FC: Minutes of the Town Council meeting held Tuesday April 15<sup>th</sup> 2025 – to agree and approve as a true record.**

The minutes of the Town Council meeting held Tuesday April 15<sup>th</sup> 2025 were received and agreed and approved as a true record.

**2025-92-FC: Minutes of the Planning Meeting held Tuesday May 6<sup>th</sup> 2025 – to receive and approve any recommendations.**

The minutes of the Planning Committee meeting held Tuesday May 6<sup>th</sup> 2025 were received with no recommendations to approve.

**2025-93-FC: Minutes of the Resources and Asset Management Committee Meeting held Tuesday May 13<sup>th</sup> 2025 – to receive and approve any recommendations.**

The minutes of the Resource and Asset Management Committee meeting held Tuesday May 13<sup>th</sup> 2025 were received. Council agreed the recommendations and resolved to adopt the Bio-Diversity Policy, Crime and Disorder Policy, Publication Scheme and the updated Standing Orders.

**2025-94-FC: Appointment of Representatives on Committees and Outside Organisations. To review and agree.**

The representatives of committees and outside organisations was reviewed and agreed.

**2025-95-FC: Meeting Schedule. To receive the 2025/2026 meeting schedule.**

The meeting schedule was received.

**2025-96-FC: Policies and Procedure Schedule. To review and accept the schedule.**

The policies and procedure schedule was reviewed and accepted.

**2025-97-FC: Internal Auditor. To agree internal auditor for 2025/2026.**

Agreed to continue with Richard Dixon as the 25/26 internal auditor.

**2025-98-FC: GPOC. To agree continuation of General Power of Competence.**

Agreed.

**2025-100-FC: SHAKE. To receive application for change to grant conditions and agree any actions.**

Council resolved to agree the change in grant conditions for the SHAKE grant application.

**2025-101-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.**

It was reported the VE Day celebrations had been a success with a £500 grant from ERYC. The Visit Howden website was continuing to grow with more hits being added all the time. The Howden postcard competition had received a number of entries and winners will be announced shortly.



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### **2025-102-FC: Insurance Renewal. To agree insurance renewal for 2025/2026.**

As the renewal quote had only just been received it was agreed to delegate the decision to the Clerk and two Chairs of Committee.

### **2025-103-FC: Ashes Committee. To receive the latest minutes and agree any actions, and to receive report from the Clerk on disability swing proposal.**

The March minutes were received with feedback that Council feel they are not very transparent with not enough detail. Councillor Young to feed this back to the APFT. The Clerk reported she and Councillor Pears had attended the April meeting of the APFT to talk about the potential installation of a disability swing. Councillors Howard and Pears, the Clerk and members of the APFT to meet with the S106 team from ERYC in early June to look at this further.

### **2025-104-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 finance reports to receive and accept.**

A copy of the April and May monthly schedules with voucher numbers for each invoice received, alongside bank reconciliations (Co-Op) up to April 16<sup>th</sup> 2025 and (NS&I) up to January 31<sup>st</sup> 2025 were received. Council approved the payments of £7269.88 for April since the last meeting and £40,577.58 for May to be made. The bank reconciliations were agreed and signed by the Chair.

### **2025-105-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.**

Councillor Howard reported he had received reports of a potential new zebra crossing on Hailgate, as the Clerk had also received this it is to be discussed at the next Planning Committee meeting.

### **2025-106-FC: Correspondence.**

None.

### **2025-107-FC: Items for next agenda.**

Speeding locations, CCTV Update, AGAR.

### **2025-108-FC: Date of Next Meeting: Tuesday June 17<sup>th</sup> 2025 at 7pm.**

The meeting closed at 8.26pm.