



Howden Town Council



Minutes of the meeting of the Amenities Committee meeting held on Tuesday June 3rd 2025 at 6.15pm at the Town Council Offices, 17 Bridgegate, Howden.

Present: Councillors Howard, Roberts, Hart, Cave, McLellan, Pears, Drury, Coutts

In-Attendance: L Smith (Tourism and Marketing Officer)

Clerk: S Boggitt

2025-33-AM: Election of Chair.

Councillor Hart proposed Councillor Drury for the position of Chair, there were no other nominations and Councillor Drury accepted – resolved.

2025-34-AM: Apologies for absence – to receive and accept.

Apologies were received from Councillor Young – accepted.

2025-35-AM: Declaration of Interest –

2025-35.1-AM 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.

2025-35.2-AM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-36-AM: Minutes of the meeting held Tuesday April 1st 2025 – to agree and approve as a true record.

The minutes of the meeting held Tuesday April 1st 2025 were received and agreed and approved as a true record.

2025-37-AM: Derwent Park. To receive an update from the Clerk, report back from working party site visit, agree any actions and make any recommendations to Council.

A report was given to Committee following a recent working party site visit. It was agreed again that due to the vandalism to the small pieces of play equipment that no new ones will be sourced and the damaged ones will be fully removed. The Clerk to action this with an approved playground contractor. The larger equipment is still in good condition and will remain. Councillor Howard proposed that the unused area that needs attention to be looked at as a potential area for a Youth Hub with gym space and a sports area. Committee agreed the Clerk to speak to ERYC regarding the lease. Committee recommended to Council that preliminary enquiries are made.

2025-38-AM: Howden Marsh Update and Marsh Management Plan. To receive an update from the Clerk and Councillor Roberts, specifically in relation to residents' queries about dyke works and agree any actions.

Councillor Roberts updated members on tree works, some removed and some areas which need monitoring. The willows adjacent to St John's Street will need cutting back during the winter period. The ash trees show no signs of ash die-back at the present time. The meadow will ideally need a cut within the next couple of months if a suitable piece of equipment can be sourced.



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2025-39-AM: Streets and Amenities. To receive an update from the Clerk, including request for support for ramp/dropped kerb on the highway and market stall storage and agree any actions.

The clerk shared a residents request for a drop kerb on the cycle path alongside the A614 between Boothferry Bridge and Howden Spur roundabout – Committee were in agreement with the request and agreed for the Clerk to raise this with East Riding Council.

2025-40-AM: Christmas Lights. To discuss arrangements for the erection of 2025 Christmas lights, agree any actions and make any recommendations to Full Council.

Councillor Drury proposed that for this year Councillors continue with the installation of the Christmas lights for free, however from 2026 an approved company should be procured to fulfil this job. Agreed the Clerk to investigate this before budget setting.

2025-41-AM: Old Fire Station. To receive update from the Clerk, agree any actions and make any recommendations to Full Council.

The Clerk produced a report based on a request from East Riding Council regarding the lease of the Old Fire Station. Committee agreed to recommend to Council that Council should continue with the lease as is and to note the building is in the same condition as when the lease was taken on.

2045-42-AM: Health and Safety Training. To agree training for Councillors specifically in relation to site safety and site safety sheets.

Committee agreed to undertake specific Health and Safety training in relation to site safety and site safety sheets – the Clerk to organise. The Clerk produced a draft risk assessment that the Council's Health and Safety advisor had drafted in relation to Friends of Howden Marsh. Agreed to ask to make the assessment more specific in relation to site risk and task assessment.

2025-43-AM: Howden Disability Swing. To receive update from the Clerk.

The Clerk reported a productive meeting had taken place between the Ashes, Councillor Howard and the S106 team from East Riding Council which herself and the Tourism and Marketing Officer had also attended. The Ashes Trust to get a quote for the works, with L Smith assisting with the grant application.

2025-44-AM: Howden Events/Tourism and Marketing. To receive report from the Tourism and Marketing Officer, agree any actions and/or make any recommendations to Full Council.

Agreed to leave the bunting up for the duration of the summer months.

2025-45-AM: Community Woodland. To receive update from Councillor Roberts, agree any actions and/or make any recommendations to Full Council.

No update for this meeting.

2025-46-AM: Site Safety Sheets. To receive a report from the Clerk and agree any actions.

The Clerk reported all sheets were up to date.



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2025-47-AM: Planters and Baskets Contract. To discuss emergency measures following latest contractor pulling out of the contract, agree any actions and make any recommendations to Council.

The Clerk reported that using delegated powers in accordance with Standing Orders a new contractor had been appointed, following the disappointing pulling out of the agreed contractor just days before the summer flower installation was due.

2025-48-AM: Correspondence.

None.

2025-49-AM: Items for Next Agenda.

Standing Items, Derwent Play Park Update, Wheelchair Swing Update.

2025-50-AM: Date of Next Meeting: Tuesday August 5th 2025 at 6.30pm.

The meeting closed at 7.15pm