



Howden Town Council



Minutes of the meeting of the Howden Joint Burial Committee held Wednesday July 16th 2025 at 7.15pm at the Town Council Offices, Bridgegate, Howden.

In Attendance: Councillors Roberts, Long, McLellan, Young (All HTC)

Present: Member of the Public

Clerk: Shirley Marquis.

2025-01-HJBC. Election of Chair.

Councillor Long proposed Councillor Roberts for the position of Chair. There were no other nominations and Councillor Roberts accepted – resolved.

2025-02-HJBC: Apologies for absence-to receive and accept.

Apologies were received from Councillors Drury (HTC) and Clarke (APC) – accepted.

2025-03-HJBC: Declaration of Interest –

2025-03.1-HJBC 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.

2025-03.2-HJBC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-04-HJBC: Minutes of the HJBC meeting held November 25th 2024. To agree and approve as a true record.

The minutes of the meeting held November 25th 2024 were agreed and approved as a true record.

2025-05-HJBC: 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).

A member of the public was present to make comment on item 2025-06-HJBC (see below).

2025-06-HJBC: Burial Plots. To discuss remaining burial plots and agree any actions.

A member of the public raised concerns to the committee regarding the availability to pre-purchase plots at the Knedlington Road cemetery and the fact the burial plots which are available will possibly only last another three years. The Chair reiterated what the Clerk had already relayed and that no land in Howden is suitable for a new cemetery due to the water table level as indicated by the Environment Agency. The member of the public raised the feasibility of purchasing land to create an above the ground burial site as an alternative solution. Committee requested the Clerk contact the ICCM for information with regards to any such type of cemetery. Councillor Roberts would also contact ERYC with regards for possible funding. The information received by the Clerk and the Chair would be discussed at the November meeting of the HJBC.



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2025-07-HJBC: Financial matters. To approve income and expenditure accounts prepared by the Town Council Clerk and agree amount to be placed in Ear Marked Reserves.

A copy of the accounts were received by the Committee for 2024-2025 year end budget. This showed an income of £20404 minus an expenditure of £13580.69. This equates to a total underspend of £6823.31 to put into reserves to fund the maintenance of the cemetery when there is no longer any income from burial fees.

2025-08-HJBC: Cemetery Maintenance. To receive an update on the tree works and other long-term maintenance and agree any actions.

It was reported that the tree work has been completed for this year. An ash tree on the boundary to the left will be checked periodically for ash dieback disease. Councillor Roberts is looking into a process which includes patching and placing slurry over the paths to repair them.

2025-09-HJBC: Report from the Clerk on interments, remaining ashes plots and new burial plots.

Burial into new plots: 3

Burials into pre-purchased plots: 10

Interment of Ashes: 5

Pre-Purchased Plots Remaining: 160

Ashes Plots: 25

Burial Plots: 30

2025-10-HJBC: Designs and inscriptions on memorial. To note those approved by the Clerk under delegated authority.

Councillors resolved to ratify the decisions made by the Clerk under delegated authority.

2025-11-HJBC: Date and time of next meeting.

The next meeting will take place on Wednesday November 12th 2025 at 7.15pm.

The meeting closed at 8.23pm.