



Howden Town Council



Minutes of the Meeting of Howden Town Council held Tuesday September 16th 2025 at 7pm at the Town Council Offices, Bridgegate, Howden.

Present: Councillors Roberts (Chair), Young, Drury, Long, Pears, Hart, Cave, Blee, Clarke, Howard

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

Clerk: S Boggitt

2025-164-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillors Coutts, Howard and McLellan – approved.

2025-165-FC: Declaration of Interest –

2026-165.1-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.

2026-165.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-166-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).

Two members of the public made representation on agenda item 2025-170-FC, both objecting to the planning application.

2025-167-FC: Minutes of the Town Council meeting held Tuesday August 12th 2025 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday August 12th 2025 were received and agreed and approved as a true record.

2025-168-FC: Minutes of the Planning Committee Meeting held Tuesday September 2nd 2025 – to receive and approve any recommendations.

The minutes of the Planning Committee held Tuesday September 2nd 2025 were received with no recommendations.

2025-169-FC: Minutes of the Resources and Asset Management Committee Meeting held Tuesday September 9th 2025 – to receive and approve any recommendations.

The minutes of the Resources and Asset Management Committee meeting held Tuesday September 9th 2025 were received. Council agreed to adopt the IT Policy, Data Protection Policy and Environment and Sustainability Policy. Council accepted and approved the Risk Management Scheme. Council approved the Grant Policy Scheme with confirmation that the grants window would open immediately.



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2025-170-FC: Planning Application – to discuss, agree and submit the Council's observations.

2025-170.1-PL: [PLAN/25/01604/PLF](#) Change of use from existing parkland to enclosed dog area with construction of 1.8m high fence and siting of associated equipment at Ashes Playing Fields, Treeton Road, Howden, East Riding of Yorkshire, DN14 7DH.

The Town Council objects to this application for the following reasons:

- 1) The Ashes can be considered as a heritage asset, this development would cause substantial harm to this heritage asset due to the inappropriate nature of the proposed fencing, visible into the conservation area. NPPF Para 213 and Para 202.
- 2) There is no justification for causing harm to this asset. NPPF Para 215
- 3) Impact on safety - the high fence adjacent to the high bushes forms a narrow alley which is significantly less safe than the current open space. The Howden Mile runs through the area in the proposed application.
- 4) As mentioned by the Environmental Control officer there is insufficient information on the noise impact of this development. A full noise assessment should be submitted before any decision is made.
- 5) There is no information on access control, hours of operation management, the timings conflict between the application and the statement.
- 6) If no lighting of the facility is included how can the operating hours be safely maintained.
- 7) It is not clear how the waste will be monitored and cleared.

When considering this, weight should be given to the conservation of the heritage asset.

If Planning Officers are minded to approve this application, Howden Town Council asks that this is referred to the Planning Committee.

2025-171-FC: Ward Boundaries. To receive update from the Clerk on the final recommendation from the Local Government Boundary Commission.

The report was received with no further comment.

2025-172-FC: Community Woodland. To receive update from the Chair on potential funding source and agree any actions.

Councillor Roberts updated Council on a potential sum of money available from the Commuted Sums pot to purchase the land required for a Community Woodland. Council agreed to start the application process with both the ERYC Commuted Sums team, the application process with Humber Forest for the trees once the land is purchased and also to contact the landowner to officially show interest in the land.

2025-173-FC: Community Speedwatch. To receive update from the Clerk and agree any actions.

Councillor Roberts reported that all signed up members had now received training and the project could start once Humberside Police sort out the public liability insurance. Agreed to do another push for members.

2025-174-FC: Changing Place. To receive update from the Clerk and agree any actions.



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The Clerk reported that the Changing Place facility was back open after its recent alleged vandalism. All issues have been resolved.

2025-175-FC: CCTV. To receive update from the Clerk and agree any actions.

The Clerk reported the town CCTV was now up and running with two cameras on the Shire Hall and one in the Co-Op car park facing the public toilets and the Changing Place. Councillors requested that a check be put in regularly to ensure the cameras are still in the correct position and working as they should.

2025-176-FC: Tourism and Marketing Officer Report. To receive report, request Council agreement for DIFEY grant application, agree Parking Suspension Plans for Remembrance Day and agree any other actions.

A report was received breaking down the costs for a parking suspension for Remembrance Day – due to the high cost from ERYC and the fact it may not be monitored and/or enforced it was decided not to go ahead with the parking suspension request. Confirmation received that the road closure request was in and this was free due to the nature of the event. Council approved the request to apply for a DIFEY grant for a Howden History Film. Council agreed to the purchase of 500 calendars for the Howden Calendar project at £3.02 per calendar, to be sold at £5 with any profits back into a Visit Howden budget. If the 500 look to be selling out, agreed to purchase more up to the agreed budget.

2025-177-FC: Ashes Committee. To receive the latest minutes, response to last month's correspondence and agree any actions, and to receive update from the Clerk on disability swing proposal.

There were no minutes to receive. The response to last month's correspondence was received in relation to the minutes and governance of the Ashes Playing Field Trust and with further concerns raised over the safeguarding of the Town Council representative following this response, it was agreed to agenda this further in October.

2025-178-FC: Finance August/September. 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 package reports to receive and accept.

A copy of the August (since the last meeting) and September monthly schedules with voucher numbers for each invoice received, alongside bank reconciliations (Co-Op) up to August 29th 2025, (Hinckley and Rugby) up to September 9th 2025 and (CCLA) up to August 31st 2025 received. The bank reconciliations were agreed and signed by the Chair and Council approved the payments of £2022.70 for August and £11522.99 for September to be made.

2025-179-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard reported the Youth Project had worked well over summer and there would be an additional Our Space coming back to Howden in Autumn/Winter. The Youth Hub project will be discussed at the October Amenities Committee meeting.

2025-180-FC: In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 a motion to be passed to exclude members of the public and press.

Motion passed.



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2025-181-FC: Minutes of the Personnel and Grievance Committee Meeting held Friday September 12th 2025 – to receive and approve any recommendations.

The minutes of the Personnel and Grievance Committee Meeting held Friday September 12th 2025 were received with no recommendations.

2025-182-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.

2025-183-FC: Correspondence.

None.

2025-184-FC: Items for next agenda.

APFT, Standing Items.

2025-185-FC: Date of Next Meeting: Tuesday October 21st 2025 at 7pm.

The meeting closed at 8.54pm.