



Howden Town Council



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

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

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

Clerk: S Boggitt

2025-186-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillors Hart, Pears and Howard – all received.

2025-187-FC: Declaration of Interest –

2026-187.1-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.

2026-187.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2025-188-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 representation made.

2025-189-FC: Minutes of the Town Council meeting held Tuesday September 16th 2025 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday September 16th 2025 were received and agreed and approved as a true record.

2025-190-FC: Minutes of the Amenities Committee Meeting held Tuesday October 14th 2025 – to receive and approve any recommendations.

The minutes of the Amenities Committee meeting held Tuesday October 14th 2025 were received. Council agreed to the Committee recommendation of extending the lease with East Riding of Yorkshire Council for the Old Fire Station at £500 per annum, for two years and to cover the legal costs of £350.

2025-191-FC: Minutes of the Planning Committee Meeting held Tuesday October 14th 2025 – to receive and approve any recommendations.

The minutes of the Planning Committee meeting held Tuesday October 14th 2025 were received with no recommendations to approve.

2025-192-FC: Local Cycling and Walking Improvement Plans. To receive ERYC report, make any observations and agree any actions.

The Local Cycling and Walking Improvement Plan was received. Council requested clarification be made to two points a) cycle path on Boothferry Road and b) proposed cycle path on Knedlington Road.



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2025-193-FC: Hailgate Zebra Crossing. To receive updated plans from ERYC and make any observations and agree any actions.

The updated plans for the proposed zebra crossing were discussed. Council agreed to the proposal of removing two parking bays to facilitate the crossing and also requested that as part of the installation barriers were erected on the pathway to direct people to the crossing.

2025-194-FC: External Audit 2024/2025. To receive the External Auditor's Report for 2024/2025 and agree any actions.

The external audit report was received with no actions to agree.

2025-195-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

The Tourism and Marketing Officer gave updates on the latest events:

The Town Council funded free cinemas were taking place this week at the Shire Hall with two Halloween showings; The Traders Halloween window competition had started with judging from the coming weekend; Traders Trick or Treat on Halloween was also set up with many joining in; Plans are all set for Remembrance Sunday with help from Councillors on the day requested; Soup and Carols was all set for December 1st and Santa's Sleigh Trail is set for December 16th with a request for able volunteers on the night. The Howden Calendars are now on sale at £5 each.

2025-196-FC: Ashes Committee. To receive the latest minutes, update on Town Council representative, update on the disability swing proposal and agree any actions.

The Clerk reported that since the last meeting Councillor Young had requested to step back from her role as Town Council representative on the Ashes Committee; the Clerk had formally tended this to the Committee, but no response has been received, the Clerk to chase this up. No minutes have been received, however a meeting has been set up regarding the grant application towards the Disability Swing.

2025-197-FC: Finance September/October. 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. To agree to move funds from Co-Op to Hinckley and Rugby bank account.

A copy of the October monthly schedules with voucher numbers for each invoice received, alongside bank reconciliations (Co-Op) up to September 29th 2025, (Hinckley and Rugby) up to October 14th 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 £19235.05 to be made.

2025-198-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

No report as Councillor Howard not in attendance.

2025-199-FC: Correspondence.

- (i) The Clerk shared a letter from a family out of the area who had visited Howden and wanted it noting how thankful they were for the Changing Place and it was the cleanest facility they had used



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- (ii) The Clerk reported she was meeting with ERYC on the Thursday of this week as the initial site visit for the consideration of a zebra crossing on Hailgate near the schools.
- (iii) Councillor Ward expressed her concerns over the amount of drivers allegedly jumping the red warning lights at North Howden level crossing.

2025-200-FC: Items for next agenda.

Ashes update, Community Speedwatch, Level Crossing issues.

2025-201-FC: Date of Next Meeting: Tuesday November 18th 2025 at 7pm.

The meeting closed at 7.39pm.