



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday April 21st 2026 7pm at the Town Council Offices

Present: Councillors Drury, Ward, Clarke, Long, Hart, Cave, Coutts, Howard

In Attendance: 2 Members of the Public, Member of the Press, L Smith (Tourism and Marketing Officer)

Clerk: S Boggitt

2026-60-FC: Election of Chair.

Councillor Clarke proposed Councillor Drury for the position of Chair. There were no other nominations and Councillor Drury accepted – Resolved.

2026-61-FC: Election of Vice-Chair.

Councillor Ward proposed Councillor Hart for the position of Chair. There were no other nominations and Councillor Hart accepted – Resolved.

2026-62-FC: Apologies for absence – to receive and accept.

Apologies were received by Councillors Blee, McLellan, Pears and Young – accepted.

2026-63-FC: Declaration of Interest –

2026-63.1-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.

2026-63.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2026-64-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).

None.

2026-65-FC: Minutes of the Town Council meeting held Tuesday March 17th 2026 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday March 17th 2026 were received and were agreed and approved as a true record.

2026-66-FC: Minutes of the HJBC Committee meeting Tuesday March 31st 2026 – to receive.



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The minutes of the HJBC Committee meeting held Tuesday March 31st 2026 were received with no recommendations. Councillors received the notice of temporary closure of the Cemetery due to the pathworks required.

2026-67-FC: Minutes of the Amenities Committee meeting held Tuesday April 7th 2026 – to receive and approve any recommendations.

The minutes of the Amenities Committee meeting held Tuesday April 7th 2026 were received and with no recommendations to approve.

2026-68-FC: Minutes of the Planning Committee Meeting held Tuesday April 7th 2026 – to receive and approve any recommendations.

The minutes of the Planning Committee meeting held Tuesday April 7th 2026 were received with no recommendations.

2026-69-FC: Resignation of Councillor and Co-Option. To receive notice of resignation of Councillor Roberts and agree co-option procedure and dates.

The resignation was noted, with a request to send a thank you to Councillor Roberts on behalf of Council for his dedication to the role. The Clerk to submit a press release as requested to the Goole Times. The co-option procedure was agreed with nominations to be received before the June meeting and voted on at the meeting on Tuesday June 16th 2026.

2026-70-FC: Planning Applications – to discuss, agree and submit Council's observations on the following applications.

2026-71.1-FC: [PLAN/26/00473/PIP](#) Permission in Principle – Erection of upto 9 dwellings at Land North of Willow Garth, Station Road, Howden, East Riding of Yorkshire, DN14 7LG.

The Town Council makes no observations on this application.

2026-71-FC: Internal Audit Report. To receive and approve the year end internal audit report and action plan.

The Internal Audit Report was received and approved. As there were no actions from the report with a noted 100 percent report there is no action plan required. The Clerk was thanked for her hard work across the year in achieving this.

2026-72-FC: AGAR 2025/2026 – To consider and approve the following in accordance with the Accounts and Audit Regulations (i) Section 1 – Annual Governance Statement 2024/2025 (and agreeing answers to any NO questions). (ii) Section 2 – Accounting Statements 2025/2025. (iii) Confirmation of the dates for the period of public rights.

- (i) Sections 1 of the AGAR were agreed and signed. There were no NO questions to agree answers to.
- (ii) Section 2 of the AGAR was agreed and signed.



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- (iii) The confirmation of the dates for the period of public rights was agreed (Wednesday June 6th 2026 to Tuesday July 14th 2026).

2026-73-FC: Meeting Dates 26/27. To receive the Full Council and Committee meeting dates for the new Council year.

Received.

2026-74-FC: Delegated Decisions. To ratify delegated decisions (payment of invoices between last meeting and year end).

Ratified.

2026-75-FC: Transfer of Funds. To agree transfer of funds from Savings Account to Co-Operative Bank for both operating purposes before precept paid and to enable actions from HJBC Committee.

Council agreed the transfer of funds from the CCLA account of £10,000 towards day to day running of the daily operational Co-Op Bank Account, plus £35,000 from Hinckley and Rugby to the daily operational Co-Op Bank Account to facilitate payment for the agreed pathworks.

2026-76-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

It was reported that around 300 people had participated in the Easter Trail. Council agreed to the sum of up to £170 (note the payment will be in Euros) for Mailerlite for the Visit Howden newsletter distribution costs. Council agreed to a 'Howden Heroes' initiative, looking at a potential annual award to honour local unsung heroes (more in depth details on that to follow). Council agreed a DIFEY application be made for a Howden Marsh trail and upgraded map boards, duck-feeding stations etc (more in depth details on the application to follow). Council agreed to a collaboration with TIMLOC who would like to donate 180 hedgehog highways to Howden. Ideas to distribute these include Friends of Howden Marsh days, the new trail and potentially a stall at Howden Show.

2026-77-FC: Ashes Committee. To receive update from the Clerk.

No update.

2026-78-FC: Finance March/April. 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 latest monthly schedule with voucher numbers for each invoice received (457 to 484 and 1 to 25) with attached invoices were received and approved. Payments totalling £30,081.19 were approved and invoices and schedule signed by Councillors Ward and Long.



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Bank reconciliations (Co-Op) up to March 31st 2026, (Hinckley and Rugby) up to March 31st 2026, (NS&I) up to March 31st 2026 and (CCLA) March 31st 2026 were received. The bank reconciliations were agreed and signed by the Chair.

2026-79-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

Received.

2026-80-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard confirmed there was enough funding for another 10 weeks of the Youth Café at Gingers on a Thursday evening. He also spoke about being contacted by residents regarding a community garden and a clean up project at Derwent Play Park. Both items to be on the next Amenities Committee meeting agenda.

2026-81-FC: Correspondence.

- a) The Clerk reported a number of books had allegedly been taken from the little library on Saddler's Grange and set alight on the Marsh. Police had been informed.
- b) Howden Cubs group had asked whether there were any projects on the Marsh they could get involved in – to be placed on next Amenities Committee meeting agenda.
- c) A resident had been in touch wanting to offer foraging lessons on the Marsh. Council agreed more information was needed – to be placed on the next Amenities Committee meeting agenda.
- d) Howden Vintage Day had requested four market stalls and access to the electricity box on Saturday May 2nd – Councillors Drury and Howard offered to facilitate this.
- e) A reminder that the Annual Town Meeting will take place on Tuesday May 12th at the Shire Hall.

2026-82-FC: Items for next agenda.

Standing Items. Standing Items for the Annual Meeting of the Council.

2026-83-FC: Date of Next Meeting: Annual Meeting of the Council Tuesday May 19th 2026 at 7pm. (To note Annual Town Meeting on May 12th at Howden Shire Hall at 6.30pm)

The meeting closed at 8.01pm.