



Howden Town Council



Minutes of the meeting of the Howden Joint Burial Committee held on Tuesday 31st March, 2026 at 7.15pm at the Council Offices, Bridgegate, Howden

Present: From Howden Town Council, Councillors Drury, Long , McLellan and Young
and Sarah Boggitt HTC Clerk
From Asselby Parish Council, Councillor Clarke (Vice Chairman)

Clerk Shirley Marquis

2026-07-HJBC: Apologies for absence-to receive and accept

None.

2026-08-HJBC: Declaration of Interest:

2026-08.1-HJBC-Declarations of interests, in respect of agenda items, to be made and recorded in the minutes even if an interest has been declared in the register.

None

2026-08.2-HJBC-For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None

2026-09-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),

No public present

2026-10-HJBC: Minutes of the Howden Joint Burial Committee meeting held on 16th February, 2026 to agree and approve as a true record.

The minutes were agreed and signed as a true record by Councillor Clarke as Vice Chairman, chairing the meeting.



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2026-11-HJBC: Cemetery Paths-To receive an update from the Clerk and agree any actions, including receiving anonymised quotes for pathwork and to agree a schedule of work as per Health and Safety insurance advice.

Five quotes were obtained by the Clerk, one grass quote and four tarmac quotes. It was agreed straight away to discount the grass idea.

The Councillors considered all quotes and concluded the anonymous quote 1 be chosen. This was revealed as a quote from BDS Groundworks and Surfacing Contractors, Driffild. The quotation price was £29539.96 plus VAT and were one of three contractors who were recommended by East Riding of Yorkshire Council.

To follow Health and Safety guidelines, the Councillors agreed to close the cemetery whilst the work is carried out.

The Clerk was asked to contact BDS Groundwork and Surfacing Contractors and ask them to forward their risk assessment/site safety policy, public liability insurance cover and the earliest start date for the work to commence. The Clerk was delegated to organise the works once relevant documents have been received and assessed.

2026-12-HJBC:To discuss digitised mapping solutions and agree actions.

The Councillors asked the Clerk to obtain 3 enhanced copies of the cemetery plan as a back up to the only existing copy held by the Clerk. Councillors Drury and McLellan to look at drone use in the cemetery to map the grave plots and put onto an excel spreadsheet which would be held by the Howden Town Council.

2026-06-HJBC: Date and time of the next meeting.

To be fixed after the Howden Town Council annual audit.

The meeting closed at 8.00pm.

Signed..... Date.....