



Howden Town Council

Minutes of the Meeting of Howden Town Council held Tuesday May 19th 2026 7pm at the Town Council Offices

Present: Councillors Drury, Hart, Clarke, Ward, Long, Young, Howard, Pears, Cave

In Attendance: L Smith (Tourism and Marketing Officer), 3 Members of the Public

Clerk: S Boggitt

2026-84-FC: Election of Chair.

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

2026-85-FC: Declaration of Acceptance of Office to Chair.

Councillor Drury signed the Declaration of Acceptance of Office to Chair.

2026-86-FC: Election of Vice-Chair.

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

2026-87-FC: Apologies for absence – to receive and accept.

Apologies were received from Councillors Coutts, Blee, McLellan – all accepted.

2026-88-FC: Declaration of Interest –

2026-88.1-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.

2026-88.2-FC For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2026-89-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 (see agenda item 2026-91-FC as presentation was made during the agenda item)

2026-90-FC: Minutes of the Town Council meeting held Tuesday April 21st 2026 – to agree and approve as a true record.

The minutes of the Town Council meeting held Tuesday April 21st 2026 were received and agreed and approved as a true record.



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2026-91-FC: Humberside Police. To receive update from Humberside Police representatives. (To include discussion on feedback of extended 20mph speed limit and to agree any actions).

There were no members of Humberside Police present, however a report was submitted from East Riding of Yorkshire Council stating that all signage in the 20mph zone is legal, the latest data shows that the 20mph limit is being adhered to, and there is no funding currently available for speed detection tests. Residents are frustrated at the lack of support from ERYC and Humberside Police – agreed the Clerk to contact both to see what can be done in relation to extra awareness and potential speed checks, requesting evidence of how it's decided that the majority of drivers are adhering to the 20mph. The Town Council have bought some 20mph warning stickers for resident's windows and bins. Councillor Howard to also take this up with ERYC in his Ward Councillor capacity.

2026-92-FC: Planning Applications – to discuss, agree and submit Council's observations on the following applications.

2026-92.1-FC: [PLAN/26/00999/PLF](#) Conversion of roof space to create additional living accommodation at 10 Kensington Gardens, Howden, East Riding of Yorkshire, DN14 7JN.

The Town Council made no observations on this application.

2026-93-FC: Appointment of Representatives on Committees and Outside Organisations. To review and agree.

Document agreed with a further review once co-option has taken place in June.

2026-94-FC: Policies and Procedure Schedule. To review and accept the schedule.

Reviewed and accepted.

2026-95-FC: Standing Orders/Financial Regulations. To agree and adopt the latest documents as presented by the Clerk.

Agreed and adopted with no changes.

2026-96-FC: Internal Auditor. To agree internal auditor for 2026/2027.

Council resolved to appoint Mr Richard Dixon (Public Sector Audit) for financial year 2026/2027. The Clerk to write to Mr Dixon to confirm.

2026-97-FC: GPOC. To agree continuation of General Power of Competence.

Agreed.

2026-98-FC: Insurance Renewal. To agree insurance renewal for 2026/2027 and agree any actions.

The insurance renewal proposed by James Hallam via Aviva was agreed with a three-year plan. Agreed five percent increase per year for the three years.



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2026-99-FC: Health and Safety SLA. To receive update from the Clerk and agree any actions.

The Clerk reported Kath Lockwood who had been appointed as the Council's Health and Safety consultant, had left her previous company and was now working as a H&S consultant as a sole trader. Council agreed to continue with her as they were happy with the support received from her.

2026-100-FC: Tourism and Marketing Officer Report. To receive report and agree any actions.

A report was presented regarding the DIFEY grant for the Howden Marsh trail. Council agreed to the bid and plan. The postcard competition closing date was near and these would be printed and distributed as agreed.

2026-101-FC: Building Issues. To receive report from the Clerk and to agree any actions.

A report was presented from the resident of 19 Bridgegate, detailing some water damage to the property. The Town Council roof had been assessed, and it was deemed damaged guttering on the building had contributed to the water issue at number 19. A quote was presented with Council agreeing to the works and payment of 1678.00 for job 1 and 675.00 for job 2. It was also agreed to suggest the downpipe to number 19 be moved so it wasn't relying on the gutter on the Town Council building.

2026-102-FC: Ashes Committee. To receive update from the Clerk.

No update but was noted that the Committee have advertised for a new Chair.

2026-103-FC: Finance April/May. 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 (26-64) with attached invoices were received and approved. Payments totalling £84592.80 were approved and invoices and schedule signed by Councillors Ward and Long.

Bank reconciliations (Co-Op) up to April 28th 2026, (Hinckley and Rugby) up to May 19th 2026 and (CCLA) April 30th 2026 were received. The bank reconciliations were agreed and signed by the Chair.

2026-104-FC: Monthly Checklist. To receive the Clerk's monthly checklist.

Received.



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2026-105-FC: Ward Councillor. To receive report from Ward Councillor David Howard and agree any items for next agenda.

Councillor Howard reported the Thursday night youth initiative at Ginger's had exceeded expectations and due to this it was to be reduced from 18 weeks to 16 weeks due to funding. There are plans for a new youth club to open in Howden three nights a week – further details of this to follow. He also reported he is chasing up the TRO for Vicar Lane as further vehicles have got stuck in recent weeks.

2026-106-FC: Correspondence.

The Clerk reported the wire that provides electricity for the Christmas tree had come loose and was hanging lower than it should be. Councillor Pears to speak to a contact at Humberside Fire Brigade to see if they could help with this as a vehicle with height access would be required.

2026-107-FC: Items for next agenda.

Co-option, 20mph and Humberside Police.

2026-108-FC: Date of Next Meeting: Tuesday June 16th at 7pm.

The meeting closed at 8.11pm