



Howden Town Council



Minutes of the meeting of the Amenities Committee meeting held on Tuesday August 4th 2026 at 6.15pm at the Town Council Offices, 17 Bridgegate, Howden.

Present: Councillors Drury (Chair), Pears, Hart, Cave, McLellan, Howard

In attendance: L Smith (Tourism and Marketing Officer)

Clerk: S Boggitt

2026-38-AM: Apologies for absence – to receive and accept.

Apologies were received from Councillor Coutts and Young – accepted. Note non-attendance of Councillor Levitt.

2026-39-AM: Declaration of Interest –

2025-39.1-AM 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.

2025-39.2-AM For the Council to note any dispensations presented to the Clerk prior to the meeting and their resolution.

None.

2026-40-AM: Minutes of the meeting held Tuesday June 2nd – to agree and approve as a true record.

The minutes of the meeting held Tuesday June 2nd were received and were agreed and approved as a true record.

2026-41-AM: Howden Marsh Update and Marsh Management Plan. To receive a report from the Clerk, Councillor Drury and Councillor Cave; to include (but not only) meadow management discussions and tree survey review, and to then agree any actions and/or make any recommendations to Council.

A number of items were discussed within this agenda item.

- 1) Agreed to request another tree survey. The last one being done in July 2024 and with the very dry conditions it was agreed another one was needed. The Clerk to contact Crown Consultancy who undertook the last one.
- 2) Councillor Cave proposed the willow that have grown within the meadow should be removed. Agreed once the tree survey has been undertaken and any other issues identified then quotes to be sourced for these works. It must be noted that a strict job specification be written up as heavy machinery on the meadow area would be severely detrimental.
- 3) The Clerk requested her and Council's thanks to Councillor Cave and his wife Leah who have taken up their volunteer role as heading up the Friends of Howden Marsh group was minuted. It was agreed the works the group are doing are



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enhancing the area and this is getting noticed by visitors to the Marsh. After five dates there is now a well-established group of volunteers and everybody involved was thanked, noting the sessions would not be able to go ahead without the involvement and knowledge of John and Leah.

- 4) Councillor Drury was thanked for his work on cutting and bailing the meadow in the most recent heatwave. Agreed another cut to be undertaken before the end of the month.
- 5) Committee agreed to step up efforts to source a container for Howden Marsh/Marsh End. Councillors Cave and Drury to measure up the area identified and to ensure it is suitable for residents of the nearby area. Councillor Howard to look into whether planning would be required after it was alluded to by another ERYC Council member that planning would not be required for a temporary structure of that size.

2026-42-AM: Councillor Howard. To receive request from Councillor Howard in relation to the OFS and update re Community Garden. To then agree any actions and/or make and recommendations to Council.

Councillor Howard noted there was no update to the Community Garden proposals, and this would be brought back to a further meeting. He then spoke about his proposal to look at the Old Fire Station as a new location for the Community Shed. Council still have approximately 18 months left on this lease with the building still required as a storage facility. Councillor Howard to look at the area and the Clerk to check details of the lease.

2026-43-AM: In the Canopy Licence. To receive updated draft licence from the Clerk and agree any actions and/or make any recommendations to Council.

Amendments to the Licence were agreed.

2026-44-AM: Building Recommendations. To receive report from Dream Heritage on current roof condition. To agree any actions and/or make any recommendations to Council.

Three quotes were received from Dream Heritage CIC to replace worn and broken tiles on the lower slanted roof of the Town Council building. Committee agreed to a spend of £1,980 to replace all the tiles and fit a new breathable membrane. Noted no work had been done on the roof since the building was taken over on 2012.

2026-45-AM: Meeting Room/Toilet Update. To receive report from the Clerk on agreed updates to fixtures and fittings within the building. To agree any actions and/or make any recommendations to Council.

Committee agreed the spend of £301.92 to replace all the toilet and hand towel dispensers in all four toilets of the building. This (as previously agreed) will come from the meeting room hire income from 2025/2026.

2026-46-AM: Streets and Amenities. To receive report from the Clerk, to include request from Howden Vintage Day re bunting for 2027.



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2026-47-AM: Derwent Play Park. To receive report from the Clerk, update from Councillor Howard on community tidy up proposals and agree any actions and/or make any recommendations to Council.

The Clerk reported the holes that had been filled in where the damaged play equipment had been removed, had been damaged and the rubber inserts had all been removed. The area has been cordoned off with signs erected and the H&S advisor has agreed with all the measures. Kompan had been out to assess the works and reported Council could do the repairs ourselves with minimal spend with sand and stones, however Committee agreed to purchase cold tar to fill the holes. Councillor Howard reported The Howden Action Group would be organising a clean up of the area within the coming weeks, focussing on the hedge areas.

2026-48-AM: Site Safety Sheets. To receive a report from the Clerk and agree any actions.

All up to date with August ones due.

2026-49-AM: Howden Events/Tourism and Marketing. To receive report from the Tourism and Marketing Officer and agree any actions and/or make any recommendations to Council.

It was reported the first half of the DIFEY grant had been received (Marsh Heritage Trail) and the bench agreed had been ordered. It was also reported the road closure had been put in for Remembrance Day with ERYC advising that there should be no parked cars within the road closure and a parking suspension was not required.

2026-50-AM: Correspondence.

Noted that with the reported closure of PA Media a new sponsor for the Christmas Tree would potentially be required. The Clerk has already emailed PA Media with no response as yet.

2026-51-AM: Items for Next Agenda.

Christmas tree, Community Garden, Standing Items.

2026-52-AM: Date of Next Meeting: Tuesday October 13th 2026 at 6.30pm.

The meeting closed at 7.22pm.