



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 19th August 2026
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Rick Arrand, John Arthur, Chantelle Elliott, Mike Heslop-Mullens (Chair), Tim Norman, Carlo Verda, Angela Walker and Andy Walker a total of eight (8).

Six (6) Members of the Public were present at the meeting.

The Deputy Town Clerk recorded the minutes of the meeting.

The Responsible Finance Officer was in attendance.

71.26/27 Mayors Welcome and silence in respect of Councillor Cyril Marsburg:

Councillor Mike Heslop-Mullens called a two-minute silence for all present to pay their respects to Councillor Cyril Marsburg, Bridlington Town Councillor, who passed away in July.

Councillor Mike Heslop-Mullens welcomed everyone to the meeting and read out the disclaimer regarding recording of the meeting and action in the event of a fire.

72.26/27 To receive and accept apologies for Absence:

RESOLVED: *Apologies received and accepted from:*

Cllr Malcolm Milns – ill Health

Cllr Thelma Milns – family commitment

73.26/27 Declarations of Interest:

- a) To record declarations of interest by any member of the council in report of the agenda items listed below. Members declaring interests should identify the agenda item and type of interest being declared.

RESOLVED: *Cllrs Rick Arrand Mike Heslop- Mullens, Tim Norman and Andy Walker declared a non-pecuniary interest in agenda items 25 a-f as all are ERYC Council matters and all are ERYC Ward Councillors.*

- b) To note dispensations given to any member of the council in respect of the agenda items listed below.

RESOLVED: *none were given*

74.26/27 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with interests:

RESOLVED: *MOP1: Further to the Parish Meeting, where parishioners voted for Paul Garbutt to be awarded Freedom of the Town, the matter was considered by Full Council in April. The Council already had the statutory authority to make the award under section 249 of the Local Government Act 1972, requiring a two-thirds majority. Instead, Full Council deferred the matter to the Environment Committee to explore further. The environment Committee subsequently considered a policy produced by Mike Heslop-Mullens and approved it as the Bridlington Town Council's new Freedom of the Town Process. Full Council has since adopted that new process. But no vote has ever been taken on Paul Garbutt. The creation of a new Council policy does not dispose of the specific business already brought before Full Council by the parishioners. That matter remains unresolved. The parishioners' proposal has been side stepped. I therefore ask the Council to complete the business before it. Vote yes. Vote no. But vote. - statement read and supplied in writing by MOP1.*

MOP2: Spoke as the chair of the Neighbourhood Watch to pass on his condolences to the council, friends and family of Cllr Cyril Marsburg.

MOP3: Spoke as the chair of the Bridlington Central Action Group (BCAG) paying respects on behalf of the group on the passing of Cllr Cyril Marsburg who gave much of his time to the group. Police were present in the later part of the meeting as requested due to some issues at previous meetings. A resident raised with the police an issue of rising drug related incidents on the street.

75.26/27 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

RESOLVED: *The council received and noted the list.*

Civic Duties, Responsibilities & Training from 16th July- 19th August 2026

Mayor & Mayoress:

22.07.26	BFA Community Summer Fair
23.07.26	Allotment inspection
25.07.26	RNLI Day
28.07.26	Lord Mayor's Round Table
01.08.26	Goole Yorkshire Day
02.08.26	Lions Funday
05.08.26	Humber and South Yorks Cadets
08.08.26	Bridlington's Art Society
10.08.26	Cllr Marsburg Funeral
15.08.26	VJ Day

Total of 10 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

18.07.26	Aalis House Summer Fair
27.07.26	Drop in at Spa for Bridlington Health Foundation
05.08.26	Driffeld Mayor Bus trip
08.08.26	Fleet Review
10.08.26	Funeral of Cllr C. Marsburg
14.08.26	Regatta Prize giving

Total of 6 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

16.07.26	Brid Health Forum	Cllr Angela Walker and Andy Walker
17.07.26	New Pasture Lane Summer Fayre	Cllr Angela Walker
21.07.26	ROBOT	Cllr Angela Walker
21.07.26	BFA Town FC	Cllr Angela Walker
22.07.26	Bridlington Friends Association	Cllr Andy Walker
23.07.26	Allotment inspections	Cllrs Angela Walker, Andy Walker and Carlo Verda
27.07.26	GDPR Web	Cllrs Angela Walker, Thelma Milns, Liam Dealtry
27.07.26	Drop in at Spa for BHF	Cllrs Mike Heslop Mullens, Angela Walker and Tim Norman
28.07.26	Health consultation	Cllr Thelma Milns
06.08.26	Visit various locations with ERYC, SIDS	Cllr Tim Norman and Andy Walker
10.08.26	Cllr Marsburg Funeral	All Cllr's present
11.08.26	BCAG	Cllr Tim Norman and Andy Walker
15.08.26	VJ Day	Cllr Angela Walker

Total of 13 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

For Information ONLY

Staff:

28.07.26	Lord Mayors Round Table	V. Exon
10.08.26	Cllr Marsburg Funeral	V. Exon

Total of 2 Events attended by Staff

76.26/27 Meeting Minutes for Approval:

6. To approve the minutes of the Extra Ordinary Staffing Committee meeting held on 14.07:
7. To approve the minutes of the Full Council meeting held on 15.07.26 as a true record:
8. To approve the minutes of the Environmental Committee meeting held on 20.07.26:
9. To approve the minutes of the Planning Committee meeting held on 20.07.26:
10. To approve the minutes of the Finance & General-Purpose Committee meeting held on 28.07.26:
11. To approve the minutes of the Newsletter Committee meeting held on 30.07.26:
12. To approve the minutes of the Planning Committee meeting held on 11.08.26:
13. To approve the minutes of the Environmental Committee meeting held on 11.08.26:

RESOLVED: *The Chair confirmed with the Councillors present that they had read the minutes awaiting approval and were satisfied that they were a true account of the meetings held. Therefore, the Mayor called for a block resolution of items 6,7,8,9,10,11,12 and 13 of the agenda and all minutes were APPROVED.*

77.26/27 To receive a presentation from the Community Cohesion Officer:

RESOLVED: *The Community Cohesion Officer for Humberside Police made a presentation to Council regarding her role in the community.*

78.26/27 To receive an update regarding Parish Ward Maps:

RESOLVED: *The council noted the update from the East Riding of Yorkshire Council regarding Parish Ward Maps.*

79.26/27 To receive and approve the amended Terms of Reference for the Newsletter Committee:

RESOLVED: *The council APPROVED the amended Terms of Reference for the Newsletter Committee.*

80.26/27 To consider the report from Cllr L. Dealtry regarding the removal of official portraits into archive:

RESOLVED: *The council resolved for the official portraits to remain displayed as they are currently in the Council meeting room.*

81.26/27 To receive and consider the quotes for Civic Chains of Office:

RESOLVED: *The council resolved for the Deputy Town Clerk to contact Huge Rice jewellers regarding the making of Civic Chains of office and for Cllr C. Verda to research the process of commissioning a designer.*

82.26/27 To receive the Committee vacancy list and fill all Committee vacancies:

RESOLVED: *The Council resolved to await filling vacancies until a new Member joins the Council in addition to reducing the Members on the Environmental Committee to 5 – DTC to amend the Terms of Reference for the Committee, update the website and hard copies of Committee lists.*

83.26/27 To receive and approve the updated Councillor Co-option Policy:

RESOLVED: *The Council resolved to remove the necessity to give a verbal report to the meeting of Full Council, to add a declaration on the application form regarding if the applicant has used A.I to assist in completion of the application. DTC to review and present the reviewed policy for the next meeting of Full Council 16th September 2026.*

84.26/27 To receive and approve the amended Standing Order item regarding procedural clarification for presenting reports for meetings:

RESOLVED: *The amended Standing Order item regarding procedural clarification for presenting reports for meeting was APPROVED.*

85.26/27 To receive and approve the documents for Council Volunteers:

RESOLVED: *The Council APPROVED the documents for Council Volunteers.*

86.26/27 To receive and comment upon the proposed variation to the Bridlington Public Spaces Protection Order:

RESOLVED: *The Council resolved for the DTC to provide feedback regarding the Bridlington Public Spaces Protection order stating that the Council agree with the improvements made.*

87.26/27 To receive and and consider attendance at Headlands School Careers Events 2026/2027

RESOLVED: *The Council APPROVED the attendance of Cllrs C. Verda and C. Elliott at the 07.12.26 Headlands School Careers Events 2026/2027.*

88.26/27 To sign to confirm completion of Councillor GDPR Training:

RESOLVED: *All Councillors that had completed the GDPR training. The DCT to resend the ICO training links to those who had not yet completed the training to be completed by September to ensure compliance with Assertion 10 of the AGAR.*

89.26/27 To receive and consider feed back for the email from Cllr Andy Walkeerr, as referred by the Planning Committee:

RESOLVED: *The Council resolved to make no comment as a Full Council*

90.26/27 To receive items of correspondence:

RESOLVED: *All items of correspondence were APPROVED unless otherwise stated:*

- a) ERYC – Project Briefing Note – July 2026 – Burlington Infant School
- b) ERYC – New footway construction – Pinfold Lane
- c) Eastern Green Links – Upcoming preparatory works at the Fraisthorpe landfill site
- d) ERYC – TTRO – Station Approach
- e) ERYC – TTRO – Quay Road LC
- f) ERYC – Local Cycling and Walking Infrastructure Plan - *noted*
- g) ERYC – TTRO – Sands Lane
- h) ERYC – TTRO – Race the Waves 2026

91.26/27: Newsletters/Agendas & Minutes – attached otherwise stated:

RESOLVED: All items were noted unless otherwise stated.

- i) National Allotment Society Yorkshire Branch – Quartey Minutes - March
- ii) Bridlington Community Action Group – meeting minutes 14.07.26

92.26/27 To receive a statement of balances and to the schedule of accounts for payment:

RESOLVED: *The statement of balances and schedule of accounts was approved.*

AUGUST

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Subject: Statement of Balances and Schedule of Accounts for Payment

The bank balances at 13/08/2026 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£10,635.48
Town Council	Deposit A/C	£497,475.25
Town Council	Petty Cash	£105.65

Accounts paid since: 08 July 2026

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	02-Jul	Brid Labour Group	Community Hub Hire	£30.00
CR	04-Jul	East Yorkshire Food Bank	Community Hub Hire	£405.00
CR	15-Jul	KIDS	Community Hub Hire	£90.00
2	20-Jul	Angle Walker	Past Mayors medal	£328.75
2	20-Jul	BCAG	Community Hub Hire	£27.00
CR	27-Jul	ERYC	Community Hub Hire	£2,047.00
CR	31-Jul	NALC	Return duplicated payment	£120.00
CR	04-Aug	ERYC	Community Hub Hire	£490.00
CR	07-Aug	SSE	Refund of overcharges on account closure	£50.04

Cash Receipts

Petty Cash Receipts	31-Jul	Petty Cash Receipts	July Petty Cash Receipts	£30.00
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Total Receipts **£3,617.79**

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 19	13-Jul	Bridlington Window K Com	Spring hanging basket watering	£2,924.00
		Screwfix Direct	Hub Broadband July	£65.98
VE DEB CRD	16-Jul	Planning Portal	Spares and repairs	£491.96
VE DEB CRD	14-Jul	Amazon	Planning Application fee for office windows	£396.00
DD	14-Jul	Public Works Loan Board	3 x replacement computer	£1,954.96
BACS 20	20-Jul	Automatic Access	Loan repayment	8135.74
		Bobs Stabler & sons	Call out to Auto door fault	£180.00
		Pineapple Joes	Skatepark skip	£381.18
		J Oyston	Uniform for RL	£88.80
		Commerical Audio Systems	Office windows cleaned 15/7/26	£16.00
VE DEB CRD	20-Jul	Business Systems	Hearing Loop Kits for Office and Hub	£379.42
VE DEB CRD	23-Jul	Royal British Legion	Hub Water Bill	£84.91
VE DEB CRD	27-Jul	Amazon	Large poppies for Remembrance	£475.00
VE DEB CRD	27-Jul	Amazon	Door Draught Excluder Strip	£5.94
Petty Cash	31-Jul	Return Allotment Bond	Replacement fridge for hub	£113.99
Petty Cash	31-Jul	Petty Cash Expenses	Return Allotment Bond - B Ogden	£50.00
BACS 24	04-Aug	Bridlington Stationers	July Petty Cash Expenses	£81.63
		ERYC	Storage boxes and paper	£47.33
		Bridlington Echo	Rates payments and ID badges	£26.75
		First Choice Medical	August article	£672.00
		Rhodar	Remembrance - first Aid Cover	£300.00
		Ford Framing	Allotments - Asbestos Removal	£600.00
		Signet Signs	Framing - Hawaiian past mayors medal	£150.00
DD	01-Aug	Sage Global	Honours board lettering	£71.16
DD	04-Aug	Open Tech Yorkshire	Payroll subscription	£28.80
BILL PMT	03-Aug	Aalco Metals	Telephones August	£58.56
VE DEB CRD	05-Aug	ERYC	Metal plates for allotments signs	£201.00
DD	21-Aug	Eon	Parking suspensions for Xmas Event	£756.00
DD	21-Aug	Eon	Office Gas July	£21.08
DD	21-Aug	Eon	St Johns toilets Electric July	£43.87
			Skatepark Electric July	£62.33

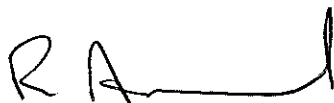
Total Payments **£18,864.39**

Recommendation: The accounts are approved for payment

93.26/27 To receive notice of items for inclusion on the next agenda for Wednesday 15th July 2026:

RESOLVED: *Freedom of the Town for Paul Garbutt*
Co-option Policy update

Signed:



Date:

16-09-26

Mayor of Bridlington