



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 14th December 2022
in the Town Council Offices, 2A Marshall Avenue, Bridlington

The meeting was held with Councillors Dealtry, Foster, Heslop-Mullens (Chair) & Walker a total of four (4) in the room. One East Riding of Yorkshire Council (ERYC) Officer (1), one (1) Member of the Public were present at the meeting. The Town Clerk recorded the minutes.

Section A:

168.22 Mayor's Welcome and Presentation:

The Mayor welcomed everyone to the meeting and shared the sad news about the passing of two former Bridlington Town Councillors and Mayors, Mr Norman Hall MBE, and Mr Terry Dixon, and as a mark of respect the meeting undertook a one-minute silence. The meeting acknowledged that Mr Norman Hall MBE was a trail blazer Councillor for the establishment of Bridlington Town Council at the very beginning and how both Councillors were highly respected and dedicated to their roles in the community.

The Mayor read out the disclaimer regarding recording of the meeting.

The Mayor then welcomed Mr Andy Harper to the meeting and personally presented him with a Bridlington Town Council plaque in recognition of his Services to Bridlington. Mr Harper shared his journey from 1974, at the age of sixteen through to today, some 48 and a half years of Service later. The meeting conveyed how incredibly grateful the Town Council were for all he had undertaken over the years in Bridlington and shared how missed he will be, Mr Harper thanked the Council and left the meeting.

169.22 Apologies for absence:

RESOLVED: *Apologies for absence were received and accepted from Councillors Dixon, Finlay, Holmes, C Marsburg, S Marsburg, M Milns, T Milns & Norman.*

170.22 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: *Councillors Dealtry, Heslop-Mullens & Walker declared non-pecuniary interests for items on the agenda 15,16,19B,C,E,F,H,I,J,L,M & O as all pertain to the ERYC and they are Members of the ERYC.*

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

RESOLVED: *There were none.*

171.22 Public Participation. A Member of the public briefed about the occurrences in the Town Centre of Bridlington and how at a Bridlington Central Action Group (BCAG) meeting much information had been successfully shared with the Police. He also reported about the ongoing issues in and around Marshall Avenue in Bridlington and wrapped up his brief by wishing everyone at the Town Council a Happy Christmas.

172.22 To receive the Civic Duties, Outside Posts, Responsibilities and Training for the Town Council:

Mayor & Mayoress:

18.11.22	Sewerby Village Residents Association AGM meeting
24.11.22	Burlington School Tree Planting
25.11.22	Christmas Light Switch on in King Street with Santa
26.11.22	Lantern Walk in Bridlington Old Town
02.12.22	Opening of Festival of Nativity & Christmas Trees at St John's Burlington Methodist Church
03.12.22	Opening of the Quay Road SPAR shop
03.12.22	Bridlington Priory Handbells Coffee Morning at the Bridlington Priory Church Rooms
08.12.22	Attendance to Schools for Presentation of Mayors Christmas Card Winners

08.12.22 Bridlington ER College Charity Christmas Fair, St Marys Walk
 09.12.22 Burlington & Bay School Choir Event at St John's Burlington Church
 10.12.22 Hornsea Town Council Mayor's Civic Carol Service at St Nicholas' Church, Hornsea
Total of 11 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

30.11.22 Launch of the Bridlington Friends Association at the Bridlington Football Club
 05.12.22 Blessing of the Horses at Priory View, the Riding for the Disabled Event at Speeton
 08.12.22 Bridlington ER College Charity Christmas Fair, St Marys Walk
Total of 3 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

25.11.22 Christmas Light Switch on in King Street & Old Town – Cllrs Foster & Walker
 28.11.22 ROBOT Meeting at Georgian Rooms – Cllr T Milns
 30.11.22 Launch of the Bridlington Friends Association at the Bridlington Football Club – Cllrs M Milns, T Milns & Walker
 08.12.22 Bridlington ER College Charity Christmas Fair, St Marys Walk – Cllr Foster
Total of 4 Events attended by Other Councillors

173.22 To approve the minutes of the Full Council meeting held on 16.11.22 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 16.11.22 are received as a true record.*

174.22 To receive the minutes of the Planning & Environmental Committee meeting of 05.12.22:

RESOLVED: *The minutes of the Planning & Environmental Committee meeting held on 05.12.22 are approved.*

175.22 To receive the minutes of the Finance and General Purposes Committee meeting of 06.12.22:

RESOLVED: *The minutes of the Finance & General Purposes Committee meeting held on 06.12.22 are approved.*

176.22 To receive the minutes of the Staffing Committee meeting of 14.12.22:

RESOLVED: *The minutes of the Staffing Committee meeting held on 14.12.22 are approved.*

177.22 To receive the Internal Auditors Half Year Report:

RESOLVED: *The Town Council received and noted the information.*

178.22 To receive updates for the Christmas Tree, Lights & Competitions via Report and the Mayor:

RESOLVED: *The Councillors at the meeting all agreed that the Christmas lights this year were the best that they have ever been. The Mayor shared how successful the Mayor's Christmas Card Competition and how well the winners' presentations to the children at schools had been. The Clerk reported that the minor mapping issue with some wraps in town had been reported to the lighting company and the report from the lighting company was noted.*

179.22 To consider the Bridlington Town Council's Committee Membership – Requested change:

RESOLVED: *The Town Council approved the changes with Councillor Dealtry replacing Councillor Foster as a Member of the Planning Committee.*

180.22 To consider a response from ERNLLCA regarding Community Interest Company/Charity Incorporated Organisation.

RESOLVED: *The Town Council noted the information.*

181.22 To consider a report to consider the way Bridlington can Commemoration of the Coronation:

RESOLVED: *The Town Council resolved the following regarding:*

1. *To purchase 5,000 coins to distribute to the primary school children of Bridlington and to sell from the office.*
2. *To distribute the commemorative coins to schools in April before the coronation in May 2023.*
3. *To send letters to outlying schools for the pupils that live in Bridlington to ensure that they do not miss out.*
4. *To sell the spares from the office at £2 per coin, £1 will go to the Mayor's Charity and £1 will be go towards the cost of the coins.*
5. *To offer a Street Party/Celebration grant to the residents of Bridlington. The maximum amount per street will be £150 and with a total maximum budget cap of £4,800, if there is an availability in the Town Event & Small Grants budgets to accommodate.*

182.22 To consider a report for the retrospective approval of a Town Council plaque:

RESOLVED: *The Town Council approved the presentation of the plaque.*

183.22 To consider the Traffic Regulation Order for Blenheim Road & Oxford Street (School Streets (Phase 3) Prohibition of Motor Vehicles Experimental) Order 2022:

RESOLVED: *The Town Council supported and approved the Traffic Regulation Order for Blenheim Road & Oxford Street (School Streets (Phase 3) Prohibition of Motor Vehicles Experimental) Order 2022.*

184.22 To consider and approve the Town Council Winter Newsletter for 2022/2023:

RESOLVED: *The Town Council approved the Winter Newsletter with amendments.*

185.22 To consider the Skatepark Coordinators Monthly Report – November 2022:

RESOLVED: *The Town Council noted the content and conveyed thanks to the Skatepark Coordinator.*

186.22 To receive items of correspondence – all items are noted unless otherwise stated:

- a) 14.11.22 YCCRP – Vacancies on the YCCRP Management Committee.
- b) 15.11.22 ERYC – Advice regarding Register of Interests & Publication of other Information.
- c) 16.11.22 ERYC – Notification of Compulsory Purchase Order – 39 Darwin Road, Bridlington.
- d) 17.11.22 Buckingham Palace – Thanks for Letter and Book of Condolence.
- e) 18.11.22 ERYC – Planned Highway Maintenance for Princess Terrace, Bridlington.
- f) 18.11.22 ERYC – ER Proposed Submission Local Plan – Presentation Slides from the meeting.
- g) 21.11.22 & 05.12.22 NHS Humber and North Yorkshire – Bridlington Drop-in Event – Reassurance of Services in Bridlington Media Release and Bridlington Primary Care Update.
- h) 21.11.22 ERYC – Put Forward a Topic for Scrutiny.
- i) 22.11.22 ERYC – Notification of Temporary Emergency Road Closure - part of Moor Lane, Carnaby.
- j) 22.11.22 ERYC – Notification of Temporary Road Closure - Sands Lane & Flamborough Road.
- k) 25.11.22 McKinney Fine art Foundry – Notification of cessation of business.
- l) 29.11.22 ERYC – Joint Local Access Forum meeting notification.
- m) 30.11.22 ERYC – East Riding Community Governance Review – Update.
- n) 01.12.22 SAAA Ltd – Notification of External Auditor Appointment for BTC.
- o) 05.12.22 ERYC – Temporary Road Closure for Blenheim Road, Bridlington.
- p) 06.12.22 HWRCC – Notification of New Chief Executive and AGM.

187.22 Newsletters/Agendas & Minutes – attached unless otherwise stated:

- i. Civility & Respect Project Newsletter – November 2022.
- ii. R.O.B.O.T Minutes of meeting of 28.11.22.
- iii. ERNLLCA November Newsletter 2022.
- iv. Countryside Voices – Autumn/Winter Newsletter 2022 (available on request).
- v. Humberside Police – Bridlington Update – December 2022.

188.22 To receive a statement of balances and to approve the schedule of accounts for payment:**Subject: Statement of Balances and Schedule of Accounts for Payment**

The bank balances at 6th December 2022 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£14,092.60
Town Council		Deposit A/C	£369,104.47
Town Council		Petty Cash	£51.98

Accounts paid since: 4th November 2022

Bridlington Town Council:**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
Cash Receipts:				
Petty Cash	30-Nov	Petty Cash Receipts	Petty Cash Receipts November	£24.35
Total Receipts				£24.35

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 47	08-Nov	Bob Stabler & Sons	Skate Park Skip Emptying	£360.00
		Bridlington Stationers	Various stationery	£15.86
		D Boland	Nov Website	£50.00
		Prospect Photo Agency	Mayoral Portrait	£136.00
		Sancton Accountants	Half Year Internal Audit Fee	£475.00
DD	09-Nov	Octopus Energy	St John's Toilets electric Oct	£16.11
DD	21-Nov	Drax	Skatepark Electric Oct	£246.05
BACS 48	15-Nov	K Wardle	Skatepark Co-ordinator Oct	£383.72
		K Wardle	Skatepark Maintenance Oct	£471.51
		KITS Hull Ltd	Telephones Oct	£36.00
PK DEBCARD	17-Nov	Tesco	Sweets for Xmas Switch On	£67.50
PK DEBCARD	17-Nov	Poundland	Sweets for Xmas Switch On	£18.00
PK DEBCARD	17-Nov	Argos	Gift cards for Xmas Card Comp Winners	£100.00
BACS 49	22-Nov	Blenheim Cleaning Services	Office Clean 14/11/22	£45.00
		Business Stream	St John's toilets water bill 8/8 to 7/11	£68.14
		Brid Pipe Band/ D Leeman	Piper for Remembrance Event	£150.00
		Mixerman Music	PA Hire for Remembrance Event	£199.00
BACS 50	24-Nov	Blenheim Cleaning Services	Office Clean 21/11/22	£45.00
		FlexElecs	Annual Fixed Electrical Testing	£533.00
		British Telecom	Office Broadband	£98.58
DR	28-Nov	HSBC	Bank charges to 6/11/22	£13.00
BACs 51/52	30-Nov	Staff Costs	November Staff Costs	£4,987.83
BACS 53	01-Dec	Blenheim Cleaning Services	Office Clean 28/11/22	£45.00
		Jonathan Oyston	Office windows 28/11/22	£20.00
		ERVAS	Portable Appliance Testing	£60.00
BACS 54	06-Dec	A Staveley	Bus Shelter Clean	£75.00
		ERYC	Marshall Ave Rates payment 9/10	£574.00
		D Boland	Website December	£50.00
Petty Cash	30-Nov	Petty Cash	November Petty Cash Expenses	£80.28
BACS 55	08-Dec	Elizabeths Jewellers	Plaque Engraving	£22.00
		K Wardle	Skatepark November Maintenance	£456.30
		K Wardle	Skate Park November Co-ordinator	£300.46

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KITS Hull Ltd	December telephones	£36.42
PA Travel / S Brown	Return Taxi far to Priory View RDA - Civic attend	£30.00
S Lilley Plumbing	Plumbing repairs at St John's Toilets	£352.98
The Workshop	Repairs to Mayor's chains	£800.00
	Total Payments	<u>£11,417.74</u>

RESOLVED: *The accounts were approved for payment.*

189.22 To receive notice of items for inclusion on the next agenda for Wednesday 18th January 2023:

- Marjorie Kirk Trust Fund Update.

Section B:

In accordance with the power granted by the Public Bodies (Admission to Meetings) Act 1960, to resolve that the Public and Media be excluded from the meeting on the grounds that confidential matters will be discussed:

190.22 To receive a verbal update regarding the Marjorie Kirk Fund from Cllr Walker and to receive a Report from Responsible Financial Officer. The Town Council received an update regarding the applications for the Marjorie Kirk Trust Fund and clarification was provided regarding the bank account and signatories for the funds.

Signed:

Mayor of Bridlington

Date: