



**BRIDLINGTON TOWN COUNCIL (BTC)**  
**Minutes of the Full Council Meeting held on 15<sup>th</sup> March 2023**  
**in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm**

The meeting was held with Councillors Dealtry, Foster, Heslop-Mullens, Holmes, C Marsburg, M Milns, T Milns, Norman & Walker a total of nine (9) in the room. One (1) Member of the Public and one (1) Media were present at the meeting. The Town Clerk recorded the minutes.

**Section A:**

**237.22** Mayor's Welcome:

The Mayor welcomed everyone to the meeting read out the disclaimer regarding recording of the meeting and action in the event of a fire.

**238.22** Apologies for absence:

**RESOLVED:** *Apologies for absence were received and accepted from Councillor Finlay & S Marsburg.*

**239.22** 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, Norman & Walker declared non-pecuniary interests for the following items 13,16A,B,D,F,K,L,M,P & Q on the agenda, as all pertain to the East Riding of Yorkshire Council (ERYC) and they are Members of the ERYC. Councillor Walker declared a non-pecuniary interest on item 16J as he is a Member of the Bridlington Pride Board.*

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

**RESOLVED:** *There were none.*

**240.22** Public Participation.

A Member of the public briefed about the continuing Bridlington Central Action Group (BCAG) Warm Space provision in the Community HUB and how the group had secured funding from the 50+ TLC Fund which will enable the group, should they wish to, to continue with the Warm Space provision up to March 2024. The BCAG are potentially not looking to have an event for the King's Coronation but may look to making use of the BTC Grant to purchase bunting or commemorative coins. The BCAG may look to host a 10<sup>th</sup> Anniversary event in June/July 2023. The Member of the public enquired about the imminent road closure for Chapel Street and was provided with the information from Northern Gas who were undertaking the work.

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

Mayor & Mayoress:

22.02.2023	Bridlington School Governors meeting
25.02.2023	Brid Beat at Burlington Muse
27.02.2023	Old Town Association Meeting
01.03.2023	Opening of the refurbished Bridlington School Library – Bridlington School
05.03.2023	East Yorkshire County Legal Service – Beverley Minster
10.03.2023	Presentation of a Certificate of Achievement to Henry Waines – Hilderthorpe School
11.03.2023	Presentation of trophies ABBA daba do Archery – Burton Agnes Sports Hall
12.03.2023	Hessle Civic Service

**Total of 8 Events attended by the Mayor & Mayoress**

Deputy Mayor & Deputy Consort:

03.03.2023	World Prayer Day – Christchurch
------------	---------------------------------

**Total of 1 Event attended by the Deputy Mayor & Deputy Consort**

Other Councillors:

27.03.2023 Old Town Association Meeting – Cllr Foster  
 03.03.2023 World Day of Prayer – Christchurch – Cllr T Milns  
 13.03.2023 YCCRP – Cllr Norman  
 14.03.2023 BCAG – Cllr Norman

**Total of 4 Events attended by Other Councillors****For Information ONLY - Staff:**

28.02.2023 Hiscox Risk Academy - A guide to the Risk Management Platform (Online) – Mrs Kelly

**Total of 1 Events attended by Staff**

**242.22** To approve the minutes of the Full Council meeting held on 15.02.23 as a true record:

**RESOLVED:** *The minutes of the Full Council meeting held on 15.02.23 are received as a true record.*

**243.22** To receive the minutes of the Planning & Environmental Committee meeting of 06.03.23:

**RESOLVED:** *The minutes of the Planning & Environmental Committee meeting held on 06.03.23 are approved.*

**244.22** To receive the minutes of the Finance & General Purposes Committee meeting held on 07.03.23:

**RESOLVED:** *The minutes of the Finance & General Purposes Committee meeting held on 07.03.23 are approved except minute 89.22 which was amended by the Full Council meeting as follows:*

*The Finance Committee noted details of the report and was dismayed that yet again fittings in the facility have been vandalised. The Committee further resolved to ask the Responsible Financial Officer and Deputy Town Clerk to identify a suitable cleaning contractor to visit and ensure the gardens are suitably and safely cleaned.*

*The Town Council agrees that the only option, at this point in time, is to operate and maintain the facility until completion of the lease, in February 2030, at which point the council can then freely decide whether to embark on a new lease or not.*

*To accommodate repairs and maintenance the toilets can be closed, as required, for safety reasons.*

*The Clerk was instructed to enquire with the ERYC if the contracted lease for the toilets could be relinquished earlier than 2030 and report back to council.*

**245.22** To consider and approve the Spring Newsletter 2023 for proofing for printing – the meeting moved the item to be discussed under Section B because of the pre-election discussion that would take place.

**246.22** To consider the distribution of Commemorative Coins for the Kings Coronation to Primary Schools. The meeting was advised that a full diary for the week will be provided to the full council meeting in April:

**RESOLVED:** *The information was noted.*

**247.22** To consider the ERNLLCA Membership Fees for 2023-24:

**RESOLVED:** *The Town Council approved the payment of ERNLLCA Membership Fees for 2023-24.*

**248.22** To consider a report for a Community Speed Watch Initiative in Bridlington:

**RESOLVED:** *The Town Council resolved to support the Community Speed Watch Initiative in Bridlington, however the Town Council's Insurance have informed that volunteers cannot be covered by the Council's Public Liability Insurance. The Police have been advised.*

**249.22** To consider the Notice of Confirmation confirmed by the Secretary of State for Levelling Up, an East Riding of Yorkshire Council (ERYC) Compulsory Purchase Order for 39 Darwin Road, Bridlington:

**RESOLVED:** *The Town Council noted the content of the Compulsory Purchase Order for 39 Darwin Road, Bridlington.*

**250.22** Community Kings Coronation Grant & Future Delegated Decisions:

**RESOLVED:** *The Town Council approved the Coronation Grant and approved delegated officer decisions to accommodate the timings for future grants if they fulfilled all the required criteria. The Town Council were to be informed of all coronation grants allocated.*

**251.22** To consider the Skatepark Coordinators Monthly Report – February 2023:

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

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

- a) 09.02.23 ERYC – Planned Road & Footway Improvement on Queensgate, Bridlington.
- b) 10.02.23 ERYC – Emergency Road Closure for Tennyson Road, Bridlington.
- c) 17.02.23 ERNLCCA – Training Events Programme:

**RESOLVED:** *The Town Council resolved to share the training information again after the elections.*

- d) 17.02.23 & 07.03.23 - Temporary Road Closure & Postponement for Chapel Street, Bridlington.
- e) 20.02.23 Governor Vacancy at Quay Academy, Bridlington with Governor Role Outline:

**RESOLVED:** *There was no one available to take up this opportunity at this time.*

- f) 21.02.23 ERYC – Temporary Emergency Road Closure for part of Mayfield Road, Bridlington.
- g) 22.02.23 NHS Humber & North Yorks – Bridlington Transfer of Patient Services Update:

**RESOLVED:** *Councillor Norman conveyed that the transfer of Field House was complete but that Humber Primary Care have issues that need to be addressed.*

- h) 23.02.23 Northern Gas Networks – Information about essential works on Chapel Street, Bridlington:

**RESOLVED:** *The Town Council concluded that the proposed road closure will potentially cause an unreasonable major issue in the town centre of Bridlington. The Town Council resolved to contact Northern Gas to enquire if some form of traffic management system could be implemented rather than the proposed rerouting. It was also reported to the meeting that most of the residents of Marshall Avenue in Bridlington have not been notified of these imminent gas works.*

- i) 24.02.23 Humber NHS Foundation Trust – Bridlington Project – A Breastfeeding Friendly Town:

**RESOLVED:** *The Town Council noted the information already shared and reiterated that it would be keen to see designs of the proposed art for Bridlington and is happy to share information regarding the Bridlington Project.*

- j) 26.02.23 Bridlington Pride – Stalls at the event:

**RESOLVED:** *The Town Council resolved to share the stall information again after the elections.*

- k) 28.02.23 ERYC – Extension of Temporary Road Works for part of George Street, Bridlington.

- l) 28.02.23 ERYC – Community Payback – Requests Reopened:

**RESOLVED:** *The Town Council resolved to request Community Payback for Stencilling the streets of Bridlington. The Town Council also wished to relook at this in the Summer to investigate other options of making use of Community Payback in Bridlington.*

- m) 01.03.23 ERYC – Surface Dressing of Roads Programme 2023:

- n) 02.03.23 Humberside Police PCC – Community Response Fund - Issues in Bridlington South:

**RESOLVED:** *The Town Council resolved to create a working group to seek project ideas for the Community Response Fund. Councillors Finlay, T Milns, Norman & Walker will meet in the near future and bring ideas to the April Full Council meeting for submission given the restrictive timescale it was acknowledged that swift action is required.*

- o) 03.03.23 ERNLLCA – Bid Writing Training:

**RESOLVED:** *The Town Council resolved to request information regarding future Bid Writing Training.*

- p) 03.03.23 ERYC – Information regarding Antisocial Behaviour at Bridlington Rugby Club, Bridlington.

- q) 09.03.23 ERYC – Proposed Electric Vehicle Rechargers – South Marine Drive, Bridlington – Update.

**253.22** Newsletters/Agendas & Minutes – attached unless otherwise stated:

- i. Bridlington Central Action Group minutes of meeting on 14.02.23.
- ii. East Riding VCSE Network minutes of meeting on 25.01.23.
- iii. ROBOT Newsletter for January/February 2023.
- iv. East Riding VCSE Network minutes of meeting on 22.02.23.
- v. Humberside Police Town News Release – Bridlington Update – March 2023.
- vi. The East Coast Churches & Community Music Festival Newsletter – March 2023.
- vii. Clerks & Councils Direct Magazine – March 2023 (available on request).

**254.22** To receive a statement of balances and to approve the schedule of accounts for payment:

The bank balances at 7th March 2023 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£36,050.14
Town Council		Deposit A/C	£369,185.80
Town Council		Petty Cash	£58.84

Accounts paid since: 10th February 2023

**Bridlington Town Council:**

**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
1	17-Feb	Gallagher Insurance	Partial refund of Insurance premium	£466.25
2	21-Feb	Rotary Club	Marjorie Kirk Fund	£75,000.00
CR	06-Mar	ERYC	CCTV Grant Funding	£22,149.00

**Cash Receipts:**

Petty Cash	Petty Cash Receipts	February Petty Cash receipts	£52.75
<b>Total Receipts</b>			<b>£97,668.00</b>

**Payments Out:**

Cheque/BACS	Date	Payee	Description	Amount
VE DEB CRD	15-Feb	Digital River	Avast Antivirus Subscription	£135.59
BACS 71	21-Feb	Intruder Alarms Ltd	Annual Service of Alarm and CCTV both floors	£240.00
		ERNLLCA	Staff Website Accessibility Training	£18.00
		E Kelly	travel expenses to training courses	£27.00
		Flex Elecs	Install additional lighting in back storage area	£102.00
		Blenheim Cleaning Services	Office Clean 14/2/23	£45.00

		East Yorkshire Shutters	Install security shutters to Phase 3	£2,832.00
BACS 72/73	28-Feb	Staff Costs	February Staff Costs	£4,823.23
DR	28-Feb	HSBC	Bank charges to 6/2/23	£8.00
Petty Cash	28-Feb	Petty Cash Expenses	February Petty Cash Expenses	£9.00
S/O	01-Mar	Kay Wardle	Skatepark Contracts February	£1,129.36
DD	01-Mar	Sage Global Systems	Payroll Software March	£8.40
VE DEB CRD	03-Mar	HSD Online	Toilet Roll and Soap Dispensers	£165.11
BACS 74	07-Mar	Blenheim Cleaning Services	Office Clean 22/2/23	£45.00
		BT Business	Broadband Package	£100.62
		Business Stream	St Johns' Toilets	£482.00
		Jonathan Oyston	Office Window cleaning	£20.00
		John Woodvine	Glass Serving hatch in office	£235.00
		K Wardle	Sundries - bin liners	£6.77
		KITS Hull	Telephones March	£35.96
DD	19-Mar	Drax	Office Electricity February	£81.16
BACS 75	09-Mar	Insignia Ltd	Coronation coins	£8,460.00
MKFUND01	08-Mar	ROBOT	Marjorie Kirk Fund Award	£2,600.00
MKFUND02	08-Mar	Brid Swimming Club	Marjorie Kirk Fund Award	£4,800.00
MKFUND02	08-Mar	Bridlington Bay Archers	Marjorie Kirk Fund Award	£833.00
MKFUND03	09-Mar	M.A.S.H	Marjorie Kirk Fund Award	£4,700.00
			<b>Total Payments</b>	<b><u>£31,942.20</u></b>

**RESOLVED:** *The accounts were approved for payment.*

**255.22** To receive notice of items for inclusion on the next agenda for Wednesday 19th April 2023:

- Commemorative Coins distribution diary for allocation of Councillors.
- Working Group Report for PCC Community Response Fund – Bridlington South Ward Members
- Barrow Boys – Councillor Norman

#### **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.

**256.22** To consider and approved the Spring Edition of the Town Council Newsletter. The meeting discussed the reasoning behind the changes to this Newsletter with regards to the pre-election constraints. Representations were made and the Clerk was asked to clarify the procured and provided guidance.

**RESOLVED:** *The Town Council respects and understands the decision made by the Newsletter Committee and approved the Spring Newsletter for printing and distribution with the amendments that were proposed and accepted by a majority vote.*

**257.22** The Town Council received a verbal update regarding the Marjory Kirk Trust Fund applications from Councillor Walker who conveyed that once the banking issues were overcome that the distribution of funds has been very successful. All decisions made regarding the submitted applications have been unanimous and the distribution of the remainder of the fund should be completed by the end of April.

**Signed:**

Mayor of Bridlington

**Date:**