



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 16th August 2023
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Arrand, Arthur (Chair), Dealtry, Heslop-Mullens, Marsburg, M Milns, T Milns, Norman, Pollard, Verda, Andy Walker & Angela Walker total of twelve (12) in the room.

A representative from Humberside Police, the Community HUB ERVAS Manager and three (3) Members of the Public were present at the meeting.

The Town Clerk recorded the minutes.

84.23 Mayors Welcome:

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

Following the tradition of outgoing Mayors, Councillor Heslop-Mullens presented the Town Council with a gift from both him and his wife Mrs Elaine Heslop-Mullens following their civic year 2022-2023.

85.23 To Receive Apologies for Absence:

RESOLVED: *There were no apologies as all councillors were present at the meeting.*

86.23 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 Arrand, Dealtry, Heslop-Mullens, Norman & Andy Walker declared non-pecuniary interests for the following items 23A,B,C,F,G,H,I,K,L,M,N,O on the agenda, as all pertain to the East Riding of Yorkshire Council (ERYC) and they are Members of the ERYC. Councillor Norman declared a non-pecuniary interest for item 23D (&H) as he is on the Governance Review Panel at 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.*

87.23 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):

A member of the public briefed about how he is working on the reset and running of the Neighbourhood Watch and informed about the upcoming Neighbourhood Watch relaunch meeting at Morrisons on Thursday 14th September at 2pm. All are welcome to attend.

A Member of the public, and representative of the Bridlington Central Action Group (BCAG), briefed about the recent happenings in the Town Centre including the challenges of removing rubbish around the Travis Street area and who is responsible, which Councillor Walker is assisting with, and a meeting is scheduled to find a way forward. He also informed that unfortunately the YOP Team cannot assist on this occasion.

The BCAG representative went on to acknowledge how well the ERYC Engineer managed the road works for the water leak had been on Marshall Avenue and shared that more work was being undertaken further down the road, and that information regarding had been shared by Yorkshire Water.

88.23 Humberside Police, PC Adlington briefed the meeting to the recent occurrences in Bridlington with several operations taking place to tackle drugs in the Town. She shared that Operation Yellow Fin is imminent in Bridlington.

Councillor Verda enquired if there had been an increase in reported incidents due to a recent recreational events in Bridlington and PC Adlington shared that there had been no related incidents.

It was agreed to contact Inspector Beadman to request information about the current monthly crime statistics and to request a collations of current road junctions in Bridlington that were considered dangerous for a report that the Town Council were compiling.

89.23 Mr Devan Witter, Bridlington Community HUB Manager briefed the meeting:

Mr Witter introduced himself to the new Councillors and briefed the meeting about how well the Community HUB is running and that it is busy with more happening and supporting the community. He has spent much time recently helping to set up new charities and assist with funding support. The Fraud Watch project and Cyber Crime awareness is continuing and from September to December the HUB will be offering free First Aid to the community for people aged 16 and above. Yorkshire Ambulance Service are training him to be able to deliver the First Aid Training to the community, which will cover CPR and general guidance for calling for assistance. He went on to share that the other incentives were going well with the opportunity to recycling many things in Bridlington and the support of attaining defibrillators in the Town was an ongoing project. Mr Witter conveyed how well he and the HUB are supported by the Staff at the Town Council. Councillor Angie Walker asked about the First Aid Courses and Mr Witter will pass on the information to the Clerk to share with all Councillors.

90.23 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

Civic Duties, Responsibilities & Training from 19th July – 16th August 2023

Mayor & Mayoress:

- 21.07.23 Opening of the Hinge Charity Shop on Chappel Street
- 27.07.23 Licencing of Reverend Neil Brewer – Priory Church
- 29.07.23 RNLi Bridlington Lifeboat Station Open Day
- 29.07.23 Dart 18 World Championships start at Wilsthorpe
- 31.07.23 AFD Working Group meeting – Online
- 06.08.23 Bridlington Lion's Carnaval – Sewerby Cliff Tops
- 07.08.23 Royal Yacht Club – Wine and Cheese Evening
- 12.08.23 Yorkshire Cider Pub of the Year presentation – 3B's Micro Pub

Total of 8 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

- 29.07.23 RNLi open day
- 01.08.23 Yorkshire Day Declaration
- 03.08.23 RNA Branch meeting
- 09.08.23 Matson Court Residents Meeting
- 14.08.23 BTA Meeting

Total of 5 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

- 20.07.23 ERNLLCA District Meeting – Cllr Verda
- 20.07.23 Meeting with Foreshores and Bridlington Lions – Cllr Verda
- 20.07.23 Beach Clean – Cllr Verda
- 23.07.23 Naming of the Cllr Liam Dealtry Boat for the Sea Cadets from funds raised in mayoral years – Cllr Dealtry
- 24.07.23 Site meeting with ERYC Street Lighting for electricity at War Memorial Gardens – Cllr Dealtry
- 26.07.23 VCSE Meeting – Cllr Norman
- 31.07.23 AFD Working Group meeting – Cllrs Pollard, Angela Walker and Andy Walker in the room and Cllr Verda online
- 31.07.23 Bridlington in Bloom Meeting – Cllr Pollard
- 09.08.23 Christmas Working Group Meeting – Cllr T Milns & Angie Walker
- 14.08.23 Sewerby Village Potential New Chairman meeting – Cllr Heslop-Mullens
- 16.08.23 Traffic Management Meeting – Cllr Dealtry

Total of 11 Events attended by Other Councillors

For Information ONLY

Staff:

- 20.07.23 ERNLLCA District Meeting – Mrs King

09.08.23 New Clerk Training – Online- Mrs Kelly

10.08.23 New Clerk Training- Online – Mrs Kelly

Total of 3 Events attended by Staff

91.23 To approve the minutes of the Full Council meeting held on 19.07.23 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 19.07.23 were received as a true record.*

92.23 To receive the minutes of the Newsletter Committee held on 26.07.23:

RESOLVED: *The minutes of the Newsletter Committee held on 26.07.23 are approved.*

93.23 To receive the minutes of the Environment Committee held on 31.07.23:

RESOLVED: *The minutes of the Environment Committee held on 31.07.23 are approved.*

94.23 To receive the minutes of the Planning Committee held on 31.07.23:

RESOLVED: *The minutes of the Planning Committee held on 31.07.23 are approved.*

95.23 To receive the minutes of the Staffing Committee held on 09.08.23:

RESOLVED: *The minutes of the Staffing Committee held on 09.08.23 are approved.*

96.23 To receive an updated meetings diary for this year:

RESOLVED: *The updated meetings diary for the year was noted.*

97.23 To consider the Emergency Plan for Implementation, Signing, Retention & forwarding to the ERYC:

RESOLVED: *The Town Council resolved to implement the Emergency Plan with amendments. The Plan was signed at the meeting for retention and forwarding to the ERYC.*

98.23 To consider a Report from the Armed Forces Day Wrap Up Meeting. The Town Council considered the report and resolved the following regarding:

RESOLVED: *The Town Council resolved that it could not approve expenditure for a Budget that is not currently in place and to defer any resolutions regarding the Armed Forces Day for 2024 until the Budget is set for 2024-2025. The Clerk informed that consideration for Armed Forces Day expenditure will therefore be deferred until the January 2024 meeting, which is when the budget is official approved and set for the future year of the Town Council.*

99.23 To consider a Report regarding the presentation of a BTC Plaque – Councillor Dealtry:

RESOLVED: *The Town Council resolved to approve the request and present a Town Council plaque to the nominated individual at the next appropriate meeting.*

100.23 To consider a Report for the making use of a Hybrid Platform for the Full Council meetings:

RESOLVED: *The Town Council resolved to offer third party platform/hybrid viewing to the official meetings of the Town Council specifically for the public and the media. The Clerk is to arrange to set up YouTube for the Town Council meetings with minimal expenditure as the equipment is already in place in the meeting room.*

101.23 To consider a Report from the Christmas Working Group Meeting.

RESOLVED: *The Town Council resolved the following:*

- 1. The Light switch on for all three trees in Bridlington is Sunday 19th November 2023. The Town Council will share the information to all the Old Town Associations & SVRA.*

2. *To work with Angela Langton and request the assistance of the Bridlington Round Table and Santa with his sleigh for Sunday 19th November. To submit all the requests to the ERYC for all that encompasses a Christmas Event in Bridlington.*
3. *To request the attendance of the Bridlington Excelsior Band and to donate to them £100, as they do the Remembrance event every year for free with no donation.*
4. *To approve donations of £50 to two choirs for the event.*
5. *To approve and Launch the Mayors Christmas Card Competition with an agreed £50 in vouchers to the winner, £30 to second place in vouchers and £20 in vouchers for third place (total £100).*
6. *The support to the Bridlington Christmas Street Trail Competition with the donation of £100 for cash prizes.*
7. *The purchase of the Christmas Bauble for the Christmas message with the Bridlington Echo at a cost of around £65.*
8. *To approve expenditure for the purchase of 35 Christmas Pomanders, with Red and Gold Ribbon, for placement in the specific areas of the town that have the best effect with the least impact of inclement weather.*
9. *To close the office on Friday 22nd December 2023 and reopen on Wednesday 3rd January 2024.*

102.23 To consider a Report for Remembrance Event in Bridlington:

RESOLVED: *The Town Council noted and approved the content of the update and all expenditure for the Remembrance Event in Bridlington for 2023.*

103.23 To consider a Report for Dangerous Road Junctions from Councillor Norman who briefed that safety of the public is paramount, and that continuous work is being undertaken behind the scenes and this can be positively contributed to by the Town Council.

RESOLVED: *The Town Council resolved the following regarding Dangerous Road Junctions:*

1. *The Town Council identifies and creates a list of "Dangerous Junctions" where many incidents have occurred collated via Ward Councillors and local representatives. All dangerous junctions are to be provided to the Clerk and she will collate the list;*
2. *Once the list has been created (and not later than 10th September 2023) the Town Council will present the list to the Full Council on 20th September to obtain an official resolution to write to the ERYC Traffic Management and the relevant ERYC Director urge that immediate action is undertaken to improve the safety of the junctions identified; and*
3. *The Town Council Ward Councillors will follow up the 'call to action' each time a serious incident happens at the junctions in question until action is taken.*

104.23 To consider a Report from the Responsible Financial Officer regarding Lambeth Parking Services Issue:

RESOLVED: *The Town Council fully supported the recommendation to write a strongly worded letter to the Chief Executive of Lambeth Council to express utter disappointment at the situation and request that the matter be resolved immediately. The Town Council also unanimously commended the diligent work undertaken by the Responsible Financial Officer as many hours have been allocated to this unnecessary onerous task.*

105.23 To consider the Skatepark Coordinators Monthly Report – July 2023:

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

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

a) 18.07.23 ERYC – Town Centre Wi-Fi and briefing to Council. Councillor Norman noted that Bridlington is considered one of the most deprived areas and is disappointed that it is receiving such a facility much later than more affluent areas like Beverley and Driffield.

b) 18.07.23 ERYC – Tour of Britain Community Fund, Update & Land Art Competition:

RESOLVED: *The Town Council resolved not to apply for the Tour of Britain Community Fund and to share this information as widely as possible on all Town Council Social Media.*

c) 18.07.23 ERYC – Temporary Road Closure for Part of Limekiln Lane, Bridlington.

d) 20.07.23 ERNLLCA – Information regarding Community Governance Review for all East Riding.

e) 20.07.23 ERNLLCA – In-house Chairmanship Day Time Training Course:

RESOLVED: *The Town Council resolved not to undertake the in-house Chairmanship training delivered by ERNLLCA. The Town Council resolved that given there was only one Councillor interested in the Chairmanship Training that the Breakthrough Communications Training that has just been made available was the preferred option.*

f) 24.07.23 ERYC – Request for Continued Support at War Memorial Gardens for Electricity:

RESOLVED: *The Town Council resolved to thank the ERYC Street Lighting Team for proposing to install a consumer unit but to request actual costings before it is agreed to be included into the existing Street Lighting Agreement (SLA), the Clerk will provide the update to the next appropriate meeting.*

g) 27.07.23 ERYC – Temporary Road Closure for Part of Thorntondale Drive, Bridlington.

h) 01.08.23 ERYC – Community Governance Review – Change of Councillors & the supplementary information provided on 10.08.23 regarding the extension of the consultation period

RESOLVED: *The Town Council resolved to inform the ERYC that it agreed with the increase of Town Councillors to be a total of fifteen (15) comprising of five (5) councillors per ward area to take effect from May 2027.*

i) 01.08.23 ERYC – Temporary Road Closure for Part of Belvedere Parade, Bridlington.

j) 02.08.23 Humberside Police – Newsletter Article Request for My Community Alert:

RESOLVED: *The Town Council resolved to pass the information onto the Newsletter Committee to consider and to share the "My Community" information on the Town Council's Social Media Immediately.*

k) 03.08.23 ERYC – Annual Forum Event for ERY Enhanced Bus Partnership Event & feedback from the previous consult regarding buses for hospital treatment:

RESOLVED: *The Town Council resolved that Councillor Heslop-Mullens and Mr Fradley would attend the event, and both are the Bridlington Town Council Parish Transport Champions. Councillor Heslop-Mullens also shared that a meeting has been arranged to ask specific questions about local transport services and that he would update the Town Council following the meeting.*

l) 07.08.23 T Brown – Yorkshire Water Spillage & Councillor Norman Update of Quality of Water. Councillor Norman updated the meeting with the recent news regarding water samples and the situation of not being able to secure a meeting with the appropriate person at Yorkshire Water.

RESOLVED: *Councillor Norman agreed to update T Brown personally to ensure that she is informed going forward given the issues with arranging a meeting to date. Councillor Norman also reassured the meeting that continued pressure will be applied to the Environment Agency & Yorkshire Water to find the root cause.*

- m) 08.08.23 ERYC – Emergency Road Temporary Road Closure for Oxford Street, Bridlington.
 n) 08.08.23 ERYC – Emergency Road Closure for Blenheim Road Access, Bridlington & 09.08.23 ERYC – Planned Carriageway Improvement works - Blenheim Road Access, Bridlington.
 o) 09.08.23 ERYC – Active Bystander Training Invitation – 07/11/23:

RESOLVED: *Councillors Arrand, Dealtry, Heslop-Mullens, Norman, Andy Walker, Angie Walker wished to attend the training. The Clerk will inform the organisers on their behalf.*

- p) 09.08.23 S.V.R.A. – Request to retain Items on behalf of the Association. The matter is ongoing and Councillor Heslop-Mullens agreed to update the Town Council with progress made at a future meeting.

107.23 Newsletters/Agendas & Minutes – attached unless otherwise stated. Councillors who attended the meetings provided additional feedback:

- i. Yorkshire Regiment Summer Newsletter 2023:
- ii. ERNLLCA Newsletter July 2023:
- iii. East Riding VCSE Network minutes of meeting from 26.07.23 – Councillor Norman shared how interesting the revamped grants presentation was for East Riding 4 Community and that it would be very helpful if the Town Council can share this information on the Town Council’s Social Media. The Clerk noted and agreed to share this information.
- iv. Bridlington in Bloom notes minutes of meeting from 31.07.23:
- v. Humberside Police Bridlington Update August 2023:

108.23 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 11th August 2023 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£5,073.35
Town Council	Deposit A/C	£393,964.59
Town Council	Petty Cash	£316.12

Accounts paid since: 11th July 2023

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	28-Jul	HMRC	VAT Repayment Quarter 1	£1,787.09
CR	01-Aug	Roof Force Roofing	Summer Newsletter Advert	£80.00

Cash Receipts:

Petty Cash	31-Jul	Petty Cash Receipts	July Petty Cash Receipts	£63.65
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Total Receipts £1,930.74

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 22	13-Jul	KITS Hull Ltd	Telephones July	£35.96
DD	14-Jul	Public Works Loan Board	Loan Repayment	£8,135.74
DD	18-Jul	Eon Next	Office Electric June	£172.80
BACS 23	26-Jul	Bridlington Window	Spring Hanging Basket Watering	£2,375.10
		Cleaning Co	Wall planner and Copy paper	£96.95
		Bridlington Stationers	Summer Newsletter design, print and 50% distribution	£2,033.60
		BKR Group	Councillor Training and Good Councillor Guides	£551.20
		ERNLLCA	Office Rates payment 5/10	£434.00
		ERVC	Prospect Photo Agency	£165.00

		The Hinge Centre	Deposit for Hinge Centre Charity Ball	£50.00
DR	28-Jul	HSBC	Bank charges to 6/7/23	£8.00
BACS 24/25	31-Jul	Staff Costs	July Staff Costs	£5,198.84
SO	31-Jul	K Wardle	Skate park Contracts	£1,129.36
Petty Cash	31-Jul	Petty Cash	Petty Cash Expenses July	£99.98
DD	11-Aug	SSE	Office Gas Bill	£35.73
DD	16-Aug	Eon Next	Office Electric July	£228.54
DD	01-Aug	Sage UK	Payroll Subscription August	£9.60
DD	07-Aug	Octopus Energy	St Johns Toilets Electric July	£28.62
BACS 26	11-Aug	Gallagher Insurance	Annual Insurance Premium	£7,753.15
		Blenheim Cleaning	Office Clean 30/7/23	£45.00
		Bridlington Stationers	Leaflets stands	£35.97
		David Boland	BTC Website Aug	£130.00
		K Wardle	Bin liners for Skate Park	£4.98
		KITS Hull Ltd	July Telephones	£36.17
		Jonathan Oyston	Windows cleaned 4/8/23	£22.00
		Vaughtons	Past Mayoress medal for MHM	£243.55
		Michaels Civic Robes	Lightweight Mayors Civic Robes	£1,533.00
		Hedgehogs R US	Hedgehog arches	£157.50
			Total Payments	<u>£30,750.34</u>

RESOLVED: *The accounts were approved for payment.*

109.23 To receive notice of items for inclusion on the next agenda for Wednesday 20.09.23:

- Collation of Junctions in Bridlington that are considered dangerous
- Update for consumer unit installation at the Bridlington War Memorial Gardens for SLA
- BTC Plaque presentation
- YouTube set up for meetings
- Parish Transport update following meeting – Councillor Heslop-Mullens

Signed:

Mayor of Bridlington

Date: