



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Hybrid Full Council Meeting held on 17<sup>th</sup> August 2022**  
**in the Town Council Offices, 2A Marshall Avenue, Bridlington**

The hybrid meeting was held with Councillors Dealtry, Finlay, Holmes, C Marsburg, S Marsburg, M Milns, T Milns & Walker a total of eight (8) in the room. Two Members of the Public were present in the room with the ERVAS representative. There were no councillors online.  
The Town Clerk facilitated and minuted the meeting.

**80.22 Deputy Mayor's Welcome:**

Councillor Finlay welcomed everyone to the meeting and informed everyone about the requirements of recording the meeting and the disclaimer for the Town Council for third party video conferencing platforms. Councillor Finlay requested assistance from all councillors for cycling at the upcoming Mayor's Charity event and for tombola prizes.

**81.22 Apologies for absence:**

**RESOLVED:** *Apologies for absence were received and accepted from Councillors Dixon, Foster, Heslop-Mullens & Norman.*

**82.22 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 & Walker declared a non-pecuniary interest for items 18C,D,E,F,H,I,K,M & N on the agenda as they are pertaining to the East Riding of Yorkshire Council (ERYC) as they are Members of ERYC. Councillors Dealtry & Finlay declared a non-pecuniary interest for item 15 as they are Members of the Royal British Legion.*

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

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

**83.22 Devan Witter, ERVAS Bridlington Community HUB Centre Coordinator:**

Devan briefed the meeting with the recent events with the Community HUB and provided the August Community HUB team newsletter and introduced himself and shared information about the staff and the new engagement officer who work from the Community HUB. Mr Witter outlined the Brid HUB Vision, missions and values and shared how the new website which is where people can see what is happening, make the booking of rooms and events. Mr Witter shared how the Bridlington Community HUB is supporting social businesses and existing charities in the area and that many local community groups and organisations are making use of the HUB and how happy he is that local businesses are supporting the HUB with raffle prizes. The Coordinator conveyed how well the Community HUB Staff work with the Town Council Staff and that the relationship was an important part of providing a positive approach to all we both undertake and if there were any enquiries that ERVAS would always be there to help.

Councillor Holmes asked about the music that he had heard the previous week and Mr Witter explained that it was a one off and that the HUB had been able to help a group out at short notice and that he would always check in advance with the Town Council office staff to ensure that there would be no impacting noise issues. The Town Council considered the clothing bank request at the Skatepark, and resolved that it would not be an appropriate siting given that there are already issues in this area with fly tipping and that the addition of a clothing bank would potentially aggravate this situation.

**84.22 Public Participation:**

**RESOLVED:** *A Member of the public briefed that he was pleased to report that there had been Police at the last local meeting. The Member of the public also reported that their Facebook Group had received many applications and for clarification revealed it was because of issues in the town and asked if the Bridlington Town Council were aware of the matters raised. No one at the meeting was aware of why this would be happening.*

**85.22** To receive the civic duties and outside posts and responsibilities for the Town Council:

Mayor & Mayoress:

- 21.07.22 ERNLLCA Executive Meeting via zoom
- 24.07.22 Snaith & Cowick Civic Service
- 28.07.22 ERYC Town and Parish Liaison Pilot at Driffield
- 30.07.22 RNLI Open Day
- 30.07.22 Bunker of Zion Performance – St John’s Burlington
- 03.08.22 100<sup>th</sup> Anniversary Driffield Trip Day
- 03.08.22 RNLI Signature Sheet Launch
- 06.08.22 Start of the RYYC, Fleet Review – Royal Yacht Club Annual Regatta
- 07.08.22 Lions Gala and Carnival Day – Sewerby
- 08.08.22 Royal Yacht Club Commodore’s Wine and Cheese Event
- 11.08.22 Visit to Expanse for Civic Dinner Preparations

**Total of 11 Events attended by the Mayor & Mayoress**

Deputy Mayor & Deputy Consort:

- 22.07.22 Armed Forces Day debrief at Richies
- 27.07.22 Remembrance Initial Meeting at BTC Offices
- 06.08.22 Liaison with Beverley Armed Forces Veterans Club at Leisure Centre

**Total of 3 Events attended by the Deputy Mayor & Deputy Consort**

Other Councillors:

- 21.07.22 Bridlington Health Forum meeting at the Crown Buildings – Cllr’s Dealtry, M Milns, T Milns & Walker
- 21.07.22 Yorkshire Coast Community Rail Partnership at MIND Offices at the Bridlington Train Station.
- 27.07.22 Dementia Bridlington Group – Cllr Foster
- 27.07.22 Remembrance Initial Meeting – Cllr’s Dealtry, Finlay & T Milns.
- 28.07.22 ERYC Town and Parish Liaison Pilot at Driffield – Cllr’s Foster & Walker.
- 01.08.22 Christmas Initial meeting – Cllr’s Foster, Holmes, C Marsburg & T Milns.
- 11.08.22 Christmas meeting with Lite Ltd and ERYC Street Lighting representatives – Cllrs Holmes, C Marsburg, T Milns.
- 17.11.22 Christmas meeting with Cllrs Holmes, C Marsburg & T Milns

**Total of 8 Events attended by Other Councillors**

Staff:

- 01.08.22 Christmas Initial meeting – Mrs King
- 04.08.22 Site visit to Priory Church and Priory Church Rooms - Mrs Kelly & Mrs King
- 11.08.22 Visit to Expanse for Civic Dinner Preparations - Mrs Kelly
- 11.08.22 Christmas meeting with Lite Ltd and ERYC Street Lighting representatives – Mrs King
- 12.08.22 Site visit to St Johns Toilets to meet Handy man re quote for general maintenance
- 16.08.22 Site visit to St Johns Toilets to meet Handy man re quote for general maintenance
- 17.08.22 Christmas meeting

**Total of 7 Events attended by Staff**

**86.22** To approve the minutes of the Full Council meeting held on 20.07.22 as a true record:

**RESOLVED:** *The minutes of the Full Council meeting held on 20.07.22 are received as a true record.*

**87.22** To receive the minutes of the Newsletter Committee meeting of 28.07.22:

**RESOLVED:** *The minutes of the Newsletter Committee meeting held on 28.07.22 are approved.*

**88.22** To receive the minutes of the Planning & Environmental Committee meeting of 01.08.22:

**RESOLVED:** *The minutes of the Planning & Environmental Committee meeting held on 01.08.22 are approved.*

**89.22** To consider the information and appoint an internal auditor for the Bridlington Town Council:

**RESOLVED:** *Mr A Whitley is appointed as Internal Auditor for the Council. The Clerk is instructed to confirm the appointment with Mr A Whitley and ask him to liaise and confirm the scope of audit for 2022-2023 with the Responsible Financial Officer.*

**90.22** To receive and adopt the revised Financial Regulations (for retention in Councillor folders):

**RESOLVED:** *The Financial Regulations were adopted.*

**91.22** Next of Kin Forms for Bridlington Town Councillors – complete and return:

**RESOLVED:** *The Next of Kin forms were completed and returned to the Clerk.*

**92.22** Information for Councillors regarding Six-Month Rule:

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

**93.22** To consider the Christmas Report (further report & information to follow): The meeting considered the information from both Christmas meetings and resolved the following regarding:

**RESOLVED:** *The Bridlington Town Council approved all the working group recommendations from the two meetings for the event to be arranged in Bridlington in 2022.*

**94.22** To consider the Remembrance Report:

**RESOLVED:** *The Bridlington Town Council approved all the working group recommendations from the meeting for the event to be arranged in Bridlington in 2022.*

**95.22** To consider the report regarding Contact to Councillors – Cllr Glenn Holmes:

**RESOLVED:** *The Town Council resolved that any issues regarding councillors may be taken directly to the Mayor or Deputy Mayor in the first instance to decide a course of action. The office should continue to periodically send generic issues like the seven Nolan Principals and or Code of Conduct as a reminder to all to ensure that the town council continues to run effectively.*

**96.22** To consider the Skatepark Coordinators Monthly Report – July 2022:

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

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

- a) 14.07.22 Humberside Fire – Fire Reforms White Paper Information.
- b) 18.07.22 HWRCC – Promotion of the benefits of a Membership to HWRCC:

**RESOLVED:** *The Town Council resolved that it did not wish to join the HWRCC.*

- c) 18.07.22 ERYC – Notification of Temporary Road Closure on part of Main Street, Bessingby.
- d) 21.07.22 ERYC – Notification of Emergency Road Closure on part of Moorfield Road, Bridlington.
- e) 25.07.22 ERYC – Response regarding Water Quality Issues and further meeting information details.
- f) 25.07.22 ERYC – Notification of Temporary Road Closure at part of Hilderthorpe Road, Bridlington.
- g) 28.07.22 ERNLLCA – Notification of the Association AGM Meeting on 22.09.22.
- h) 28.07.22 ERYC – Notification of Temporary Road Closure at Wycliffe Lane, Bridlington.
- i) 28.07.22 ERYC – Notification of Temporary Road Closure at part of Cliffe Road, Sewerby.
- j) 28.07.22 Marine Management Organisation – Consultation on application for a Marine Licence.
- k) 03.08.22 ERYC – Proposed replacement sign for Sewerby Village:

**RESOLVED:** *The Town Council resolved that it supported the placement of the sign that stated "area" and to thank the ERYC for upgrading the existing sign in that location.*

- l) 04.08.22 Northern Rail – Response to Weather Impeding Service Contact from BTC.  
 m) 04.08.22 ERYC – Invitation to participate in online Joint Strategic Needs Assessment exercise:

**RESOLVED:** *The Town Council resolved that councillors could participate if they wished to as individuals.*

- n) 05.08.22 ERYC – Advance Information about increase in Street Lighting SLA Costs.  
 o) 11.08.22 Yorkshire Wolds Designation Project Team – Area of Outstanding Beauty – update.

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

- i. Yorkshire Coast Community Rail Partnership minutes of meeting on 07.07.22:

**RESOLVED:** *Councillor Walker resolved that he would be attending the Heritage week open event.*

- ii. Bridlington Central Action Group minutes of meeting on 12.07.22:  
 iii. Yorkshire Coast Community Rail Partnership minutes of AGM meeting on 21.07.22:  
 iv. Bridlington Dementia Friendly Community Group meeting on 27.07.22:  
 v. ERNLLCA – July Newsletter 2022:  
 vi. East Riding VCSE Network minutes of meeting on 27.07.22:  
 vii. Civility and Respect Project – Issue 4 – August 2022:  
 viii. Humberside Police – Parish/Town News Release – August 2022:  
 ix. Countryside Voices Summer Newsletter 2022 (available on request):

**99.22** 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 8th August 2022 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£15,112.80
Town Council		Deposit A/C	£308,536.56
Town Council		Petty Cash	£110.79

Accounts paid since: 12th July 2022

**Bridlington Town Council:**

**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
CR	30-Jul	Sue MD Therapy	Spring Newsletter Advert	£40.50
CR	30-Jul	Sue MD Therapy	Summer Newsletter Advert	£40.50
CR	01-Aug	Clean A Drive	Summer Newsletter Advert	£40.20

**Cash Receipts:**

Petty Cash	31-Jul	Petty Cash Receipts	July Petty Cash receipts	£40.50
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**Total Receipts** £161.70

**Payments Out:**

Cheque/BACS	Date	Payee	Description	Amount
DD	14-Jul	Public Works Loan Board	Loan repayment	£8,135.74
BACS 21	19-Jul	Bridlington Stationers	Pens and paper	£29.52
		Blenheim Cleaning Services	Office Clean 11/7/22	£45.00
		K Wardle	Skatepark Co-ordinator June	£267.88
		K Wardle	Skatepark Maintenance June	£583.90
		FlexElecs	Fixed Electrical Testing at St John's Toilets	£120.00
		Priory Church	Church Rooms hire for Civic Service	£60.00
DD	25-Jul	Gazprom	Office Gas June	£96.52
BACS 22/23	29-Jul	Staff Costs	July staff costs	£4,818.98
BACS 24	28-Jul	ERYC	Rates payment 5/10	£574.00
		ERYC	ID badge for Deputy Clerk	£5.16

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		Blenheim Cleaning Services	Office Clean 18/7 and 25/7	£90.00
		Steve Lilley Plumbing & Heating	Toilet Cistern repair	£114.22
DR	28-Jul	HSBC	Bank charges to 6/7/22	£10.00
Petty Cash	31-Jul	Petty Cash Expenditure	July Petty Cash Expenditure	£37.12
DD	04-Aug	Sage Global Systems	Payroll Package Subscription	£8.40
BACS 25	09-Aug	Jonathan Oyston	Office Windows 27/7/22	£20.00
		David Boland	August Website	£50.00
		FlexElectrics	Replace Emergency Light 2A Marshall Ave	£45.00
		Bob Stabler and Sons	Skatepark Skip	£360.00
		D Brown Roofing Ltd	Phase Three Roof replacement	£12,246.00
			<b>Total Payments</b>	<b><u>£27,717.44</u></b>

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

**100.22** To receive notice of items for inclusion on the next agenda for Wednesday 21<sup>st</sup> September 2022:

- Ward Councillor increase for Bridlington Town Council – Councillor Dealtry.
- Christmas Update – Councillors of the Christmas Working Group.
- Rotary Fund assistance update.

**Signed:**

Mayor of Bridlington

**Date:**