



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 18th January 2023
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Finlay (Chair), Foster, Holmes, S Marsburg, M Milns, T Milns, Norman & Walker a total of eight (8) in the room. Two (2) Members of the Public and one (1) Officer from Humberside Police were present at the meeting. The Town Clerk recorded the minutes.

Section A:

191.22 Deputy Mayor's Welcome and Presentation:

The Deputy Mayor welcomed everyone to the meeting read out the disclaimer regarding recording of the meeting. The Deputy Mayor shared the sad news about the passing of two former Bridlington Town Councillors and former Mayor & Mayoress, Colin, and Bridie Croft. As a mark of respect the meeting undertook a one-minute silence. The Deputy Mayor shared the funeral details.

192.22 Apologies for absence:

RESOLVED: *Apologies for absence were received and accepted from Councillors Dealtry, Dixon, C Marsburg & Heslop-Mullens.*

193.22 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 Norman & Walker declared non-pecuniary interests for the following items 10, 15, 16, 17, 20B,C,D,E,F,H,I,J,K,N,O,Q and T on the agenda 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: *All Councillors requested and were granted a dispensation for consideration and approval of the budget & precept as all Councillors reside in the East Riding and pay precept.*

194.22 Public Participation.

PCSO Humphrey briefed the meeting about the recent staff changes and although people have left the area there has been some Neighbourhood Beat Officers coming into the area. Post-Christmas the Humberside Police are just taking stock of things going forward with a view to undertaking Street Surgeries and further gathering intelligence.

A Member of the public briefed about the occurrences in the Town Centre of Bridlington and how the emergency vehicle bay on Marshall Avenue had been reinstated and there are now three (3) normal parking bays. The Bridlington Central Action Group (BCAG) were working with ERVAS Community HUB to provide a Warm Space in the near future. The Member of the public also shared that the BCAG were hoping to host a Coronation event and were in discussions with Sewerby Hall about a re-location of a memorial tree in the grounds.

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

Mayor & Mayoress:

18.12.2022 ERYC Chairman's Pantomime and Civic Dinner at Bridlington Spa

29.12.2022 Funeral of Past Mayor and Cllr Terry Dixon

Total of 2 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

29.12.2022 Funeral of Past Mayor and Cllr Terry Dixon

Total of 1 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

15.12.2022 Bridlington School Christmas Choir service at the Priory
 29.12.2022 Funeral of Past Mayor and Cllr Terry Dixon – Cllrs Dealtry & Walker
 09.01.2023 Old Town Association Meeting at The Ship – Cllr Foster
 12.01.2023 Bridlington Health Forum at Bridlington North Library – Cllr T Milns

Total of 4 Events attended by Other Councillors

196.22 To approve the minutes of the Full Council meeting held on 14.12.22 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 14.12.22 are received as a true record.*

197.22 To receive the minutes of the Planning & Environmental Committee meeting of 03.01.23:

RESOLVED: *The minutes of the Planning & Environmental Committee meeting held on 03.01.23 are approved.*

198.22 To receive the minutes of the Finance and General Purposes Committee meeting of 10.01.23:

RESOLVED: *The minutes of the Finance & General Purposes Committee meeting held on 10.01.23 are approved.*

199.22 To consider and approve the Budget for 2023-2024:

RESOLVED: *The Town Council resolved to accept the budget proposal for 2023/2024 with a unanimous vote for a total of two hundred & eighty-three thousand, four hundred and forty pounds and fourteen pence (£283,440.14) which represents a 0.44% increase to the budget.*

200.22 To consider and approve the Precept for 2023-2024:

RESOLVED: *The Town Council resolved to the Council's precept demand with a unanimous vote for a two hundred & eighty-three thousand, four hundred and forty pounds and fourteen pence (£283,440.14) and to forward the details to the East Riding of Yorkshire Council (ERYC) to ensure payment to the Bridlington Town Council is completed. Due to the increased tax base for 2023-2024 the Band D for properties in Bridlington will see a decrease of 0.61% (£0.16 pence per annum decrease).*

201.22 To consider and approve the summary leaflet for the precept for availability on the website & distribution to ERYC:

RESOLVED: *To approve the precept leaflet with amendments and to forward it electronically to the ERYC and publish it on the Bridlington Town Council website and in the Town Council Newsletter.*

202.22 To receive the updated Council Committee Membership until May 2023 to reflect the changes:

RESOLVED: *The information was noted.*

203.22 To consider the DRAFT meeting proposals for 2023-2024:

RESOLVED: *The meeting proposals for 2023-2024 was approved with amendments.*

204.22 To consider the New Model Standing Orders for adoption:

RESOLVED: *The New Model Standing Orders were accepted. Standing Orders will "lay on the table" until February's full council meeting where the decision for adoption will be taken.*

205.22 To consider a report for the Coronation preparation in Bridlington & the ERYC King's Coronation Community Fund Grant:

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

1. *To apply for £500 from the ERYC King's Coronation Community Fund Grant to help offset the costs of the purchase of the commemorative coins for the primary school students of Bridlington.*
2. *The Coronation coin was selected for ordering with the amendment of the Kings head facing the cipher.*
3. *To re-allocate £4,800 from Grants Budget for Street Parties.*
4. *To advertise the Street Party/Celebration Grants will be available to the Streets of Bridlington via a Small Grants Form supplemented with the following details and without all elements declared a grant will not be authorised:*
 - i. Date and time of the celebration,*
 - ii. Street where celebration is intended,*
 - iii. Evidence of an event i.e. road closure submission to the ERYC or a room booking,*
 - iv. Invitation to the Mayor or their local Ward Town Councillors to the event,*
 - v. Permission given for use of photos from the event for use in the BTC Newsletter.*

206.22 To consider the Traffic Regulation Order for Quay Road, Bridlington:

RESOLVED: *The Town Council approved the Traffic Regulation Order for Quay Road, Bridlington.*

207.22 To consider the ERYC Chairmans Awards for 2023:

RESOLVED: *The Town Council resolved to support, if it is possible to complete in the timescale, a nomination for a local group for the ERYC Chairman's Community Award for 2023.*

208.22 To consider a report for Spring Baskets for Bridlington in 2023:

RESOLVED: *The Town Council resolved to approve the purchase of 87 Spring Baskets from the Bridlington in Bloom budget at a cost of £3,027.60. The Town Council resolved to investigate the costs and future budget to accommodate the purchase of self-watering baskets to reduce costs in 2024. The Town Council wished to convey that it wished to ensure that the hanging basket at the end of South Marine Drive have Spring Baskets.*

209.22 To consider the Skatepark Coordinators Monthly Report – December 2022:

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

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

a) 03.12.22 Humberside Police – Bridlington Early Intervention Team:

RESOLVED: *The Town Council resolved to invite Sgt Reed to a Council meeting to explain the new structure for the Bridlington Early Intervention Team.*

b) 12.12.22 ERYC – Temporary Road Closure for Limekiln Lane, Bridlington.

c) 13.12.22 ERYC – Temporary Road Closure for Chapel Street, Bridlington.

d) 15.12.22 ERYC – Experimental Order for Blenheim Road & Oxford Street.

e) 15.12.22 ERYC – Emergency Road Closure – Market Place.

f) 19.12.22 ERYC – Highway Maintenance Works – Limekiln Lane, Bridlington.

g) 20.12.22 & 17.01.23 - NHS Humber & N. Yorks – Bridlington Primary Care Update.

h) 20.12.22 ERYC – Positive Activity Grants (PAG) 2023.

i) 21.12.22 ERYC - Speed Survey Requests – To be fulfilled in the next financial year:

RESOLVED: *The Town Council resolved to ask the ERYC for some assurance that the speed surveys in Bridlington that are being reassessed will be fulfilled as soon as possible in the next financial year.*

j) 21.12.22 ERYC – Speed Survey Requests – Test results being processed.

k) 21.12.22 ERYC – Town & Parish Council Event in Withernsea – 28.02.23.

l) 29.12.22 Humber Primary Care – Information for Directory for Patients:

RESOLVED: *The Town Council resolved to share the information in the Town Council's Newsletter.*

m) 03.01.23 Bridlington Pride – Open Meeting Invitation – Numbers Required:

RESOLVED: *Councillor Norman declared he would attend; the Clerk will inform Bridlington Pride. The Town Council also resolved to advertise the Bridlington Pride event in the Spring Newsletter.*

n) 04.12.23 ERYC – Temporary Road Closure for George Street, Bridlington.

o) 04.01.23 ERYC – Temporary Road Closure for Part of Queensgate, Bridlington.

p) 04.01.23 ERNLLCA – Website Accessibility Training – 9th February:

RESOLVED: *Attendance was approved for Mrs King for the Website Accessibility Training.*

q) 05.01.23 ERYC – The England Coast Path newsletter & Letter.

r) 06.01.23 ERNLLCA – Training Update and Chairmanship Training 14th March.

s) 11.01.23 ERVAS – North Street, Bridlington - Car Park Places Allocation for ERVAS & BTC:

RESOLVED: *The Town Council resolved to contact the ERYC to request that nine (9) car parking spaces were allocated to the Bridlington Community HUB users to make use of for free.*

t) 11.01.23 ERYC – Town and Parish Review Panel – Follow Up Survey – to be completed & compiled:

RESOLVED: *The Town Council resolved that the Clerk would collate the survey responses and reply to the ERYC with all points raised.*

u) 12.01.23 Humberside Police – Community Speed Watch Scheme:

RESOLVED: *The Town Council resolved to invite the Community Speed Watch Coordinator from Humberside Police to the next available Town Council meeting to explain more about the Community Speed Watch Scheme.*

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

- i. Bridlington Central Action Group Minutes of meeting on 08.11.22:
- ii. East Riding VCSE Network Meeting on 30.11.22:
- iii. ERNLLCA December Newsletter & Two Additional Updates – December 2022:
- iv. Yorkshire Regiment Newsletter – Winter 2022:
- v. Humberside Police Bridlington Update – January 2023:
- vi. Clerks & Councils Direct Magazine – January 2023 (available on request):

212.22 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 10th January 2023 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£15,000.00
Town Council		Deposit A/C	£332,386.89
Town Council		Petty Cash	£7.13

Accounts paid since: 6th December 2022

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	07-Dec	HSBC	Bank interest received to 6/12/22	£392.14
Cash Receipts:				
Transfer	05-Dec	Cash From Bank	Cash from bank for Xmas Competitions	£200.00
Petty Cash Receipts	16-Dec	Petty Cash Receipts	December Petty Cash Receipts	£17.50
Total Receipts				£609.64

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DD	24-Dec	Drax	Office Electric November	840.23
DD	26-Dec	SSE	Office Gas November	£134.45
BACS 56	15-Dec	BKR Group	Balance of Distribution - Autumn Newsletter	£378.00
		Flex Elecs	Office Security Light replacement	£50.93
		Blenheim Cleaning Services	Office Clean 5/12/22	£45.00
		Cardinus Risk Management	Reinstatement Assessment Reports	£312.00
		East Coast Fire Services	Fire Alarm and Extinguisher Servicing	£120.00
BACS 57	20-Dec	BKR Group	Print and Half Distribution - Winter Newsletter	£1,718.00
		Bridlington Stationers	Stationery	£26.94
		Echo Media Group	Xmas Bauble Advert	£78.00
		Steve Lilley Plumbing	Office and Hub Gas Safety testing	£108.00
		First Aid Box Training	Staffing Training costs	£184.80
DR	28-Dec	HSBC	Bank charges to 6/12/22	£10.45
BACS 58/59	30-Dec	Staff Costs	December Staff Costs	£4,823.43
BACS 60	30-Dec	HMRC	PAYE & NIC 3rd Quarter	£1,983.68
BACS 61	30-Dec	ERYC	Business Rates payment 10/10	£574.00
Petty Cash	31-Dec	Petty Cash Expenses	December Petty Cash Expenses	£262.35
DD	16-Jan	Public Works Loan Board	Loan Repayment	£8,135.74
DD	04-Jan	Sage	Payroll Software Subscription	£8.40
BACS 62	06-Jan	Agilico	Printing and photocopying costs	£253.10
		D Boland	Website January	£50.00
		Lighting and Illumination Ltd	Christmas Trees and lighting x 3	£8,542.80
BACS 63	10-Jan	Lighting and Illumination Ltd	Columns and Wraps payment 2 of 2	£13,704.00
Total Payments				£42,344.30

RESOLVED: *The accounts were approved for payment.*

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

- Remembrance Day Wrap Up Meeting Notes.
- 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:

214.22 The Town Council received a verbal update regarding the Marjory Kirk Trust Fund applications from Councillor Walker.

Signed:

Mayor of Bridlington

Date: