



BRIDLINGTON TOWN COUNCIL
Minutes of the Full Council Meeting held on 19th October 2022
in the Town Council Offices, 2A Marshall Avenue, Bridlington

The meeting was held with Councillors Dixon, Finlay (Chair), Foster, Holmes, C Marsburg, M Milns, T Milns & Walker a total of eight (8) in the room. Two Members of the Public were present at the meeting.
Cllr Norman and one Member of the media attended online.
The Town Clerk recorded the minutes.

Section A:

122.22 Deputy Mayor's Welcome:

The Deputy Mayor welcomed everyone to the meeting. The Deputy Mayor read out the information about the requirements of recording the meeting and the disclaimer for the Town Council for third party video conferencing platforms. The Deputy Mayor briefed about a Certification of Praise for a Bridlington resident and the Town Councillors agreed to the presentation.

123.22 Apologies for absence:

RESOLVED: *Apologies for absence were received and accepted from Councillors Dealtry, Heslop-Mullens, S Marsburg, and Norman in person.*

124.22 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: *Councillor Walker declared a non-pecuniary interest for items 10, 17B,C,D,E,F,H,J,L,M,N & R on the agenda as all pertain to the East Riding of Yorkshire Council (ERYC) and he is a Member 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.*

125.22 Public Participation:

The Environment Agency Flood Warden for Bridlington briefed the council about his voluntary role in the area and how he is asked to take measurements on tides and sometimes the Gypsy Race and provide readings to the Environment Agency. The Flood Warden then went on to share that there are some interesting Webinars and workshops scheduled in November and the Councillors were provided with the details. The Flood Warden particularly recommended Webinar 5, 10 and 13 as being very relevant for this area and suitable for the Town Councillors to view. The Flood Warden conveyed that he would pass on his contact details so that the Town Councillors could contact him should they have anything they would wish to feed back to the Environment Agency. The Flood Warden was thanked for his time, and he left the meeting.

A Member of the BSAG briefed about the BCAG AGM taking place and how with continued membership the BCAG will continue. The Member enquired if the Town Council had been invited to attend the reformed Town Improvement Forum (TIF) meetings in Bridlington. The meeting discussed that there are nominated Town Councillors for TIF which are Councillors Dixon and Holmes.

126.22 There was no one in attendance at the meeting to brief for this item:

RESOLVED: *The Town Council resolved to pass this item to the next Finance & General Purposes Committee meeting for consideration.*

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

Mayor & Mayoress:

26.09.22	Attended Old Town Association AGM meeting
01.10.22	Royal Yacht Club – Macmillan Coffee Morning
01.10.22	New Age Curling presentation of Team awards – Bridlington Leisure Centre
02.10.22	New Age Curling presentation of Single Championship Award – Bridlington Leisure Centre
02.10.22	Super Soapbox Challenge Opening and Presentation of Award – South Marine Drive
02.10.22	Silver Pride Coffee Morning
04.10.22	Bridlington Health Forum meeting – North Library
07.10.22	Small Grants Awards - BTC Offices
11.10.22	Cost of Living - Round Table
13.10.22	Hudson Contract Celebrating Achievements for Young People – Bridlington Spa
15.10.22	East Riding College Awards – Priory Church
16.10.22	Beverley Town Council Civic Service
19.10.22	Opening of Bridlington Fair – Moorfield Road Carpark

Total of 13 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

09.10.22	Hedon Town Council Civic Service
13.10.22	Hudson Contract Celebrating Achievements for Young People – Bridlington Spa
07.10.22	Small Grants Awards - BTC Offices
12.10.22	Placement of Poppies at the War Memorial Gardens with Veterans

Total of 4 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

04.10.22	Health Forum – North Library - Cllr's Dixon, T Milns, Norman, Walker
05.10.22	Site meeting Jubilee Woods Bridlington with ERYC – Cllr Walker
05.10.22	Street Safe Teams Briefing - Cllrs T Milns, Norman and Walker
07.10.22	Small Grants Awards - BTC Offices – Cllrs T Milns & C Marsburg
11.10.22	Pager meeting – Christchurch – Cllr T Milns

Total of 5 Events attended by Other Councillors

Staff:

13.10.22	First Aid Training at Pure Solutions – Mrs Kelly
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Total of 1 Events attended by Staff

128.22 To approve the minutes of the Full Council meeting held on 21.09.22 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 21.09.22 are received as a true record.*

129.22 To receive the minutes of the Planning & Environmental Committee meeting of 03.10.22:

RESOLVED: *The minutes of the Planning & Environmental Committee meeting held on 03.10.22 are approved.*

130.22 To receive the minutes of the Finance & General Purposes Committee meeting of 11.10.22:

RESOLVED: *The minutes of the Finance & General Purposes Committee meeting held on 11.10.22 are approved.*

131.22 Submission of National Highways and Transport Public Satisfaction Survey – approval for submission:

RESOLVED: *The Town Council approved submission of the collected Surveys.*

132.22 Councillor Surgery future dates – Councillors to allocate:

RESOLVED: *The Town Councillors allocated themselves to the remaining dates for the Surgeries.*

133.22 To consider whether to continue offering third party platform/hybrid access to Town Council meetings:

RESOLVED: *The Town Council resolved with a majority decision, not to continue to offer third party platform/hybrid access to Town Council meetings.*

134.22 To consider amending the Newsletter Meeting timings & to receive an updated Meetings Schedule:

RESOLVED: *The Newsletter meeting timings were approved, and the updated meeting information noted.*

135.22 To receive a Verbal Remembrance Update – the meeting was informed that all was on track for the event:

RESOLVED: *The information was noted.*

136.22 To consider the Christmas Update:

RESOLVED: *The Town Council noted the content of the report and resolved to inform the band and choir accordingly. The Town Council resolved to support the Bridlington Round Table with the purchase selection boxes for Santa's Grotto along with the Haribo already resolved to a maximum cost of £250 for both.*

137.22 To consider the Skatepark Coordinators Monthly Report – September 2022:

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

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

- a) 15.09.22 ERNLLCA – Training Information.
- b) 23.09.22 ERYC – Trading Standards advice.

RESOLVED: *The Town Council resolved to share the Trading Standards information and advice on the Town Council's social media.*

- c) 23.09.22 ERYC – New Design Guidance in the East Riding (planning).
- d) 26.09.22 ERYC – Consultation on the Submission of Pocklington Neighbourhood Plan 2022-2039.
- e) 26.09.22 ERYC – Consultation on the Submission of Barmby Moor Neighbourhood Plan 2022-2037.
- f) 26.09.22 ERYC – Executed Licence and Permission for use of ERYC Land by BTC.
- g) 27.09.22 HWRA – Retirement of CEO.
- h) 28.09.22 ERYC – Road Closure for Princess Terrace and Princess Street, Bridlington:

RESOLVED: *The Town Council resolved to contact the ERYC to enquire about how the buses were to access the Bus Station as it was not clear on the information provided.*

- i) 28.09.22 ER of Yorkshire Health and Care Partnership – Future Primary Health Care in Bridlington.
- j) 29.09.22 ERVAS – Information regarding Youth Action Centre at Bridlington Community HUB:

RESOLVED: *The Town Council resolved to contact ERVAS to ensure that the noise levels would not detrimentally impact the Town Council's Office function and various meetings.*

- k) 03.10.22 McKinney Foundry – Gansey Girl Plinth Skirt – Update:

RESOLVED: *The Town Council resolved to contact the McKinney Fine Art Foundry to thank them for the update and enquire if a date had been set.*

- l) 03.10.22 ERYC – Town & Parish Council Network Meeting/C&E Events.
- m) 04.10.22 ERYC – Developer Proposed Name for Development off Easton Road - Decision:

RESOLVED: *The Town Council resolved to approve the proposed name for development off Easton Road.*

- n) 05.10.22 ERYC – Information about Two Standards Committee Meetings.
- o) 06.10.22 ERNLLCA – District Meeting Information – 20.10.22.
- p) 06.10.22 PCC – Response regarding Early Intervention Team enquiry & supplementary information.
- q) 11.10.22 ERNLLCA – Free Training Webinars for Councillor Personal Safety & Handling Online Abuse and Intimidation.
- r) 12.10.22 ERYC – Temporary Road Closure for Quay Level Crossing, Bridlington.

139.22 Newsletters/Agendas & Minutes – attached unless otherwise stated.

The Deputy Mayor reminded Councillors that if they cannot attend the meetings of their nominated outside post and responsibility that they must submit apologies to those meetings:

- i. East Riding VCSE Network meeting notes of 31.08.22:
- ii. Bridlington Dementia Friendly Town notes of meeting 16.09.22:
- iii. East Riding VCSE Network meeting notes of 28.09.22:
- iv. ERNLLCA Newsletter – September 2022:
- v. Humberside Police – Bridlington Update 2022:

140.22 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 October 2022 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£27,733.51
Town Council		Deposit A/C	£392,982.08
Town Council		Petty Cash	£42.67

Accounts paid since: 13th September 2022

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	03-Oct	ERYC	2nd Precept payment	£141,092.72

Cash Receipts:

Total Receipts £141,092.72

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DDR	18-Sep	Drax	Skate park Electric August	£64.40
DDR	18-Sep	Drax	Office Electric August	£275.77
BACS 32	21-Sep	All Signs	Name plaque for E Kelly	£29.40
		Bridlington Stationers	Green paper	£9.98
		Blenheim Cleaning Services	Office Cleans 12/9/22 and 7/9/22	£90.00
		J Oyston	Office window cleaning	£20.00
		KITS Hull Ltd	Sept Telephones	£36.31
		PKF Littlejohn	External Audit Fee	£720.00
PK DEBCRD	21-Sep	Boyes Stores	Door Mats for Office	£19.98
DDR	26-Sep	Drax	Skate Park Electric 1 st -8th September	£16.18
DDR	26-Sep	Gazprom	Marshall Avenue Gas August	£91.59
BACS 33	26-Sep	Prospect Photo Agency	Civic Service Photography & LD Yearbook	£375.00
Petty Cash	30-Sep	Petty Cash Expenses	Petty Cash Expenses September	£80.76
DR	28-Sep	HSBC	Bank charges to 6/9/22	£9.00
BACS 34/35	30-Sep	Staff Costs	September Staff Costs	£5,082.13
BACS 36	30-Sep	HMRC	PAYE & NIC Quarter 2	£2,118.91
101755	30-Sep	Motor Neurone Disease Group	Small Grants Award	£320.00
101756	30-Sep	Bridlington Health Forum	Small Grants Award	£500.00
101757	30-Sep	Bridlington Blades Fencing club	Small Grants Award	£250.00
101758	30-Sep	Brid Amateur Op & Dram Society	Small Grants Award	£250.00
101759	30-Sep	Bridlington U3A Kurling Group	Small Grants Award	£250.00
DDR	01-Oct	Sage Global Systems	Payroll Subscription	£8.40

Full Council Meeting

DDR	06-Oct	Octopus Energy	St Johns Electric September	£17.01
BACS 37	06-Oct	Blenheim Cleaning Services	Office Clean 25/9/22	£45.00
		David Boland	Website October	£50.00
		KITS Hull Ltd	Telephones October	£36.09
		PTS Security	Civic Service Traffic Management	£500.00
		Steve Lilley Plumbing	Toilet Repairs at St Johns Facility	£213.50
		Georgian Tea Rooms	Welcome Teas and Coffees Civic Service	£67.50
BACS 38	11-Oct	East Riding Pipe Band	Civic Service Piper	£50.00
		Agilico	Photocopying Charges	£385.23
		Business Stream	Office Water Bill	£40.94
		BKR Group	Balance of Distribution Summer	£378.00
		ERYC	Office Rates 7/10	£574.00
		K Wardle	Skatepark Sept Maintenance	£547.29
		K Wardle	Skatepark Sept Co-ordinator	£311.32
		LITE	Xmas Lighting costs	£4,622.40
		Coastal Voices	Small Grants Award	£300.00
BACS 39	12-Oct	LITE	Xmas Lighting costs	£13,704.00
BACS 40	13-Oct	A Staveley, Brid Window Cleaning	Bus Shelters and Display boards cleaning	£81.00
		PA Travel	Civic Travel - Return Taxi to Hedon	£110.00
			Total Payments	<u>£32,651.09</u>

RESOLVED: *The accounts were approved for payment.*

141.22 To receive notice of items for inclusion on the next agenda for Wednesday 16th November 2022:

- PCC Early Intervention Team – Cllr T Milns.
- Remembrance update.
- Armed Forces Day – Cllr Dealtry & Cllr Finlay.
- Beck Hill Traffic Lights – Cllr Dixon.

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:

142.22 Notes of meeting on 06.10.22 with former Rotary Club Members and the BTC Representatives regarding the Marjory Kirk Trust Fund – Councillor Walker:

RESOLVED: *The Town Council noted the content of the report. After clarification of the management of the fund the Town Council resolved to create a "Bridlington Town Council Marjory Kirk Fund Account" to ensure that the fund is kept separate and to ensure transparency. The signatories of the account are to be the Responsible Financial Officer with Councillors Walker & Heslop-Mullens.*

The Councillors managing the fund shared that the preparation of the social media, forms and paperwork had already been undertaken by them and staff sharing this information on the Town Council's social media would potentially all that would be required at this point. It is expected that naturally some time will be required from staff over the whole process and that all the time should be logged. The logged time invested by staff can be brought back to the Town Council to consider payment.

Signed:

Mayor of Bridlington

Date: