



BRIDLINGTON TOWN COUNCIL
Minutes of the Hybrid Full Council Meeting held on 20th July 2022
in the Town Council Offices, 2A Marshall Avenue, Bridlington

The hybrid meeting was held with Councillors Dealtry, Dixon, Finlay, Foster, Heslop-Mullens, Holmes, T Milns, Norman & Walker (9) in the room. Reverend Pollard of Bridlington Priory Church, Two Members of the Public were present in the room and one Member of the media online. There were no councillors online. The Town Clerk facilitated and minuted the meeting.

58.22 Mayor's Welcome and Presentation:

Councillor Heslop-Mullens welcomed everyone to the meeting and presented Reverend Matthew Pollard with a Bridlington Town Council Crest in Recognition of his Outstanding Service to the Community in Bridlington since 2013. Photographs were taken. The Mayor informed everyone about the requirements of recording the meeting and the disclaimer for the Town Council for third party video conferencing platforms.

59.22 Apologies for absence:

RESOLVED: *Apologies for absence were received and accepted from Councillors C Marsburg, S Marsburg & M Milns.*

60.22 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 a non-pecuniary interest for items 11, 15, 19A, H, I, L, M, N, P, R, T, W & Y on the agenda as they are pertaining to the East Riding of Yorkshire Council (ERYC) as they are Members of ERYC. Councillor Dealtry declared a non-pecuniary interest in item 17 on the agenda as he is an Assistant Lords Feoffees.*

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

RESOLVED: *There were none.*

61.22 Public Participation:

RESOLVED: *A Member of the public briefed that there had been no Police presence at the recent meetings of the Bridlington Central Action Group and outlined the many issues that are happening in the area and how it is impacting on the safety of the residents on a daily basis. Councillor Holmes shared that he recalled that the Police had said that unfortunately operational difficulties could impact on attendance to meetings. Councillor Dealtry informed that a good way forward would be to contact the PCC for assistance with the matters raised.*

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

Mayor & Mayoress:

16.06.22	Race the Waves in Bridlington Old Town and on Bridlington South Beach
19.06.22	RSPB World Albatross Day at RSPB Bempton Cliffs
20.06.22	U3A Showcase at the Bridlington Spa
22.06.22	Ducky Dyke Allotment New Trustees Contract Signing
29.06.22	Attended Pride Art at Spa
30.06.22	Open Day at Alderson House
01.07.22	Raising Pride Flag
02.07.22	First Pride Event in Bridlington at the Bridlington Spa
03.07.22	Yorkshire Belle Unveiling of Memorial Plaque at the Bridlington War Memorial Gardens
05.07.22	Further Education Award Ceremony at the Driffield Showground

Total of 10 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

20.06.22	U3A Showcase at the Bridlington Spa
22.06.22	ERYC Planning Liaison meeting at the BTC Offices via zoom
26.06.22	Lord Mayor of Hull Civic Service
02.07.22	First Pride Event in Bridlington at the Bridlington Spa
03.07.22	Yorkshire Belle Unveiling of Memorial Plaque at the Bridlington War Memorial Gardens
08.07.22	Small Grants Presentation in the BTC Offices
09.07.22	Armed Forces Day in Bridlington
09.07.22	Family Plaque Unveiling at the RNLI Boathouse with Reverend Pollard
12.07.22	Invitation to Queensgate allotment as a Ward Councillor
15.07.22	Opening of Cooplands on Hilderthorpe Road

Total of 10 Events attended by the Deputy Mayor & Deputy ConsortOther Councillors:

20.06.22	U3A Showcase at the Bridlington Spa – Cllr Walker
22.06.22	ERYC Planning Liaison meeting at the BTC Offices via zoom – Councillors T Milns & Walker
02.07.22	First Pride Event in Bridlington at the Bridlington Spa – Cllrs Dixon, Foster & Walker
08.07.22	Small Grants Presentation in the BTC Offices – Cllrs Foster & Walker
11.07.22	R.O.B.O.T. AGM – Cllr T Milns

Total of 5 Events attended by Other CouncillorsStaff:

22.06.22	Ducky Dyke Allotment New Trustees Contract Signing – Mrs King
22.06.22	ERYC Planning Liaison meeting at the BTC Offices via zoom – Mrs King
22.06.22	Site visit to the St John Street toilets – Mrs Kelly & Mrs King
22.06.22	ERYC Code of Conduct Training via zoom – Mrs Kelly & Mrs King
30.06.22	2 x Site visit to St John Street toilets to meet contractors – Mrs Kelly
06.07.22	Meeting with Reverend Pollard, Reverend Barbara for Civic Service – Mrs Kelly & Mrs King
08.07.22	Small Grants Presentation in the BTC Offices – Mrs Exon and Mrs Kelly

Total of 7 Events attended by Staff

63.22 To approve the minutes of the Full Council meeting held on 15.06.22 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 15.06.22 are received as a true record.*

64.22 To receive the minutes of the Planning Committee meeting of 20.06.22:

RESOLVED: *The minutes of the Planning Committee meeting held on 20.06.22 are approved.*

65.22 To receive the minutes of the Staffing Committee meeting of 11.07.22:

RESOLVED: *The minutes of the Staffing Committee meeting held on 11.07.22 are approved.*

66.22 To receive the minutes of the Planning & Environmental Committee meeting of 11.07.22:

RESOLVED: *The minutes of the Planning & Environmental Committee meeting held on 11.07.22 are approved with the amended addition of Cllr T Milns to the apologies.*

67.22 To receive the minutes of the Finance & General Purposes Committee meeting of 12.07.22 and to consider the Renewal of the Town Council's Insurance Policy from (action from the F & GP minutes):

RESOLVED: *The minutes of the Finance & General Purposes Committee meeting held on 12.07.22 are approved. The Town Council resolved to approve renewal of the Insurance and requested that the RFO negotiate the Long-Term Agreement Option for a three (3) year deal to attract a discount for the proposed renewal Insurance Policy.*

68.22 To officially receive and sign the Licence and Permissions for use of ERYC Land:

RESOLVED: *The Town Council signed the Licence and Permissions for use of ERYC Land but wished to request if it would be possible to include Garrison Square into the 5 Year Umbrella Permission and to ensure that the streets in blue were also available to host events.*

69.22 To receive the amended Terms of Reference for Disciplinary & Grievance and Appeals Committee (for retention in council folders):

RESOLVED: *The Town Council received the amended Terms of Reference for retention.*

70.22 To officially receive and adopt the Information Technology Policy (for retention in council folders):

RESOLVED: *The Town Council noted the Information Technology Policy for retention.*

71.22 To consider and approve the revised Bridlington Town Council Leaflet:

RESOLVED: *The Town Council resolved to approve with amendments the revised BTC Leaflet with thanks to the Deputy Clerk.*

72.22 To receive the ERYC Code of Conduct Training Presentation:

RESOLVED: *The Town Council noted the content.*

73.22 To consider Report by Cllr Walker on the Cllr Kirk Memorial Fund:

RESOLVED: *The Town Council resolved to offer non-financial assistance to the Trustees of Bridlington Rotary Club in the matter of a memorial fund, should it be sought.*

74.22 To consider a Report by RFO on the St Johns Toilets Provision – Decision:

RESOLVED: *The Town Council resolved the following regarding the St Johns Street Toilet provision:*

1. The 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.
2. The council authorises its staff to get on with seeking contractors to undertake the works described in the report from the site visit. Staff will strive to get three quotes where possible and act upon the quotes considered best value.
3. The council resolves to proceed with the maximum suggested electrical works to bring the electrics completely up to date at a cost of £526.49.
4. The council resolved not to seek funding towards the renovation costs from the Lord Feoffees.

75.22 To consider the Skatepark Coordinators Monthly Report – June 2022:

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

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

a) 14.06.22 ERYC – Formal Consultation PSPO Review – Any Final Comments prior to extension:

RESOLVED: *The Town Council resolved to approve the amendments to the PSPO's for Bridlington. The Town Council wished to enquire how the Dog on Lead areas are being policed as area Number One (1) in the PSPO daily sees perpetrators that also leave dog mess?*

b) 15.06.22 ERNLLCA – New Executive Office and Representatives for BTC & AGM Papers for 21.07.22.

c) 15.06.22 Rural Services Partnership Limited – Membership Offer:

RESOLVED: *The Town Council resolved not to join the Rural Market Towns Group.*

d) 17.06.22 NHS ERCCG – GP Practices Merger Information – Bridlington.

e) 19.06.22 Mr Beale – Busses:

RESOLVED: *The Town Council resolved to contact Mr Beale to inform him that Bus Timetable information is available from the Town Council's Offices and to request permission to share his letter to the ERYC Transport Champion Team and EYMS to bring the matters raised to their attention.*

- f) 21.06.22 ERNLLCA – Civility & Respect Project & Newsletter.
- g) 22.06.22 Mrs Drabble – Letter about Bridlington.
- h) 23.06.22 ERYC – Town and Parish Council Event – Pilot Event:

RESOLVED: *The Town Council resolved to inform the ERYC that Councillors Dealtry, Foster, Heslop-Mullens and Walker would be attending the event at Driffield. The Town Council also resolved that it would like to see the issues relating to ERYC Customer Services as a topic for discussion at the event. The Town Council noted with disappointment the information received regarding there being no event in Bridlington when the south side further afield Council areas had been accommodated in the pilot scheme.*

- i) 24.06.22 ERYC – Sewerby car park - Issues with Sign:

RESOLVED: *The Town Council resolved to inform the ERYC the sign was not placed by the Bridlington Town Council. Given the condition of the sign it was considered that it potentially predates the ERYC and therefore will have been inherited by the ERYC when it was established. The Town Council considered that potentially the best course of action would probably be immediate removal. However the Town Council have consulted with the Sewerby Village Residents Association who have suggested that it would be helpful to have the sign replaced with one that deters overnight parking of campervans and emptying of toilet cassettes down drains in Sewerby Village.*

- j) 24.06.22 The Yorkshire Society – Official Yorkshire Day Celebrations – Mayor not attending:

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

- k) 24.06.22 Environment Agency – Lack of Blue Flags for Bridlington Beaches – Enquiry Response:

RESOLVED: *The Town Council resolved to forward the Environment Agency response to the ERYC to enquire what was being undertaken to address all the issues and to ensure future Blue Flags for Bridlington Beaches.*

- l) 27.06.22 ERYC – Bridlington Town Dementia Working Group Meeting – 27th July:

RESOLVED: *The Town Council noted that Councillor Foster, the BTC Representative is attending.*

- m) 27.06.22 ERYC – National Highways and Transport Public Satisfaction Survey – complete & return:

RESOLVED: *The Town Council resolved that the Clerk would collate the responses and have the Council approve the compiled response at the October full council meeting. The Town Council also discussed the lack of trains on the day of the Driffield Show and resolved to convey to Northern Rail that understands the requirement of safety but it was disappointed that a replacement service could not be offered on such an important day for the area, and that it was pleased that the service commenced again later on in the day.*

- n) 27.06.22 ERYC – Questionnaire - Gypsy & Traveller Accommodation Assessment – complete & return:

RESOLVED: *The Town Council resolved that the Clerk would collate any responses on behalf of the Council and submit all responses directly to the ERYC Stakeholders to accommodate the approved time extension.*

- o) 28.06.22 Anne Robson Trust – Helpline, News Article & Sharing of Information:

RESOLVED: *The Town Council resolved to inform the Anne Robson Trust that it considered the information a very valuable resource and that it would be very happy to share the information on the Town Council Website, BTC Newsletter and all BTC Social Media platforms.*

- p) 28.06.22 ERYC – Bridlington North, South & Central ASB Data Report for October 2021 – March 2022.
q) 01.07.22 Bridlington Echo – Armed Forces Day with the Bridlington Echo – Advertising:

RESOLVED: *The Town Council resolved to make use of some of the remaining budget to purchase a strap advert to thank everyone involved with the Bridlington Armed Forces Event in Bridlington.*

- r) 04.07.22 ERYC – Temporary Road Closure for Bridlington Armed Forces Day.
s) 04.07.22 The Conservation Volunteers – Free Trees for 2022-2023 – Tree Planting Season:

RESOLVED: *The Town Council resolved to share this information with the ERYC Operations Technical Manager to investigate whether Jubilee Wood would benefit from further planting from this scheme.*

- t) 11.07.22 ERYC – Acknowledgement of Comments for Proposed parking restrictions in Bridlington.
u) 12.07.22 ERVAS – Youth Leisure Club.

RESOLVED: *The Town Council noted that Councillor Walker will attend the event on the 10.08.22.*

- v) 13.07.22 RBLI – Plaque for Queens Canopy to commemorate the Platinum Jubilee:

RESOLVED: *The Town Council resolved not to purchase a Plaque.*

- w) 13.07.22 ERYC – Planning Liaison Minutes, Presentations & East Riding Community Tree Planting Fund.
x) No date Mr Lowe – Patron of East Coast Churches and Community Music Festival – Mayor Future Role:

RESOLVED: *The Town Council resolved to inform Mr Lowe that the Bridlington Town Council was very honoured to be asked but to convey that it sadly cannot commit the future incumbents of the role of Mayor to be a Patron of the East Coast Churches and Community Music Festival. The Town Council were keen to convey that it values the ECCCMF Events in Bridlington and that the Town Council will continue to support all events in the Town.*

- y) 14.07.22 ERYC – Notification of future Road Closure for Hermitage Road, Bridlington.

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

- i. Bridlington Central Action Group minutes of meeting on 14.06.22:
- ii. East Riding VCSE Network minutes of meeting on 29.06.22:
- iii. Humberside Police – Bridlington Update – July 2022:
- iv. Clerks & Councils Direct Magazine – July 2022 (available on request):
- v. R.O.B.O.T. July/August 2022 Newsletter:
- vi. R.O.B.O.T. minutes of AGM meeting on 11.07.22:

78.22 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 12th July 2022 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£20,342.31
Town Council		Deposit A/C	£318,737.81
Town Council		Petty Cash	£107.41

Accounts paid since: 7th June 2022

Bridlington Town Council:**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
-				
Cash Receipts:				
Petty Cash	30-Jun	Petty Cash Receipts	Petty cash receipts June	£70.50
Total Receipts				£70.50

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 14	14-Jun	ERYC	Bessingby Gate Lease	£141.00
		Blenheim Cleaning Services	Office clean 8/6/22	£45.00
		Rialtas Business Solutions	Accounting Software Annual Support	£154.80
		AJ Gallagher Insurance	Armed Forces Day Insurance Policy 2022	£302.00
DD	18-Jun	GazProm	Office Gas April (Revised bill previous CR)	£110.83
DD	26-Jun	GazProm	Office Gas May	£104.08
DD	21-Jun	Drax	Office Electric May	£347.17
DD	21-Jun	Drax	Skate Park Electric May	£62.05
PK Debit Card	21-Jun	ERYC	Small Lotteries Licence	£40.00
BACS 15	28-Jun	A Staveley	Bus Shelters Cleaned	£75.00
		Bridlington Stationers	Office Furniture and equipment	£544.74
		Elizabeths Jewellers	Plaque Engraving	£30.00
		GK Beulah	Lettering for honours board	£21.60
		Jonathan Oyston	Office windows cleaned	£20.00
		K Wardle	Skate Park Co-ordinator May	£685.02
		K Wardle	Skate Park Maintenance May	£466.98
		Blenheim Cleaning Services	Office Cleaned 15/6 and 20/6	£90.00
		UK Web Solutions	Hosting Bridlington.gov.uk	£107.86
DR	28-Jun	HSBC	Bank charges to 6/6/22	£12.00
BACS 16/17	30-Jun	Staff Costs	June Staff costs	£4,495.61
BACS 18	05-Jul	Blenheim Cleaning Services	Office Cleaned 27/6	£45.00
		BKR Group	Summer Newsletter Print & 50% Distribution	£1,718.00
		David Boland	July Website	£50.00
		ERYC	Office Rates payment 4/10	£574.00
DD	01-Jul	Sage	Payroll package subscription	£8.40
101808	04-Jul	Brid Am Op & Dramatic Society	Small Grant Award	£250.00
		Samaritans Brid and Dist Branch	Small Grant Award	£400.00
BACS 19	07-Jul	HMRC	PAYE & NIC Quarter One	£2,222.60
DD	19-Jul	Drax	Skate Park electric June	£57.89
DD	20-Jul	Drax	Office Electric May	£242.76
DD	06-Jul	Octopus Energy	St Johns Electric June	£41.99
BACS 20	12-Jul	Agilico	Photocopier lease and copies	£295.48
		Blenheim Cleaning Services	Office clean 4/7	£45.00
		Bridlington Stationers	Small stationery items	£12.43
		KITS Hull Ltd	Office telephones	£36.13
		Cllr S Finlay (Deputy Mayor)	Civic Travel Expenses	£19.40
		Amrow Solutions Ltd	Fix Disabled toilet alarm	£33.99
		Play Inspection Company	Annual Skate Park inspection	£120.00
Petty Cash	30-Jun	Petty Cash Expenses	June petty cash expenses	£5.99
Total Payments				£14,034.80

RESOLVED: *The accounts were approved for payment.*

79.22 To receive notice of items for inclusion on the next agenda for Wednesday 17th August 2022:

- Trees – Feedback
- Remembrance Report
- Contact to Councillors – Cllr Holmes

Signed:

Mayor of Bridlington

Date: