



**BRIDLINGTON TOWN COUNCIL (BTC)**  
**Minutes of the Full Council Meeting held on 20<sup>th</sup> September 2023**  
**in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm**

The meeting was held with Councillors Arrand, Arthur (Chair), Dealtry, Marsburg, M Milns, T Milns, Norman, Pollard, Verda, Andy Walker & Angela Walker, a total of eleven (11).

Two representatives from East Riding of Yorkshire Council (ERYC) Local Growth Team, three (3) Members of the Public and one (1) media were present at the meeting.

The Town Clerk recorded the minutes.

**110.23** 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.

The Mayor welcomed Mr Brian Lampard to the meeting and presented him with a Bridlington Town Council Crest in Recognition of his Outstanding Service to the Community in Bridlington. For over 22 years Mr Lampard has assisted all local authorities with the organising of the Parade element of the Remembrance Service in the Town. Photographs were taken and Mr Lampard left the meeting.

**111.23** To Receive Apologies for Absence:

**RESOLVED:** *Apologies were received and accepted from Councillor Heslop-Mullens.*

**112.23** 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, Norman & Andy Walker declared non-pecuniary interests for the following items 19A,B,E,F,G,H,L,M,P & Q on the agenda, as all pertain to the ERYC and they are Members of the ERYC.*

*Councillors Angie Walker & Verda both declared non-pecuniary interests in item 10 as they are known to a group that benefitted from a BTC small grant.*

*Councillor Norman declared a non-pecuniary interest in 19P as he is a Member of the Standards Committee.*

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

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

**113.23** 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 and interim Chair of Bridlington Neighbourhood Watch shared that the first meeting went very well and was well attended with some very positive ideas to move forward with and work on with other agencies and the Humberside Police. He also shared that he was now busy putting paperwork in place and creating a constitution and thanked the Councillors for their support.

A Member of the public and Executive Officer of the Bridlington Central Action Group (BCAG), briefed about the recent happenings in the Town Centre including an update on the rubbish/tipping issues in the alleyway on Travis Street and that some progress has been made with residents. He did share however that the adoption issues have still not been resolved. He shared that he is happy to have arranged the Remembrance wreaths and that he will be volunteering with Road Marshalling at the event as usual.

Councillor Norman shared with the meeting that there is imminently a Devolution Briefing for Parish and Town Councillors, and he conveyed how important this briefing is, and how it was an opportunity to ask questions at this early stage. The Clerk informed that the broken link recently provided by the ERYC was being addressed and that it would hopefully be available soon.

**114.23** ERYC Local Growth Team Mrs Turner & Mrs McGill briefed the Town Council meeting. They introduced themselves and shared what the Local Growth Team was and how it was staffed. With the help of a PowerPoint presentation, they then outlined Local Growth Team remit and how they aim to help deliver projects to benefit the local area, people and the economy by working with Parish and Town Councils in the East Riding. They explained how the funding opportunities were very focused on fast turn arounds and how those challenges don't always work well with the way that Town and Parish Councils work but that they would like to find out how we can all work together for the benefit of the areas. The presentation will be made available to the Councillors post meeting.

Councillor Dealtry enquired how many other Town Councils have action plans put in place. Mrs Turner informed that many have them in place already. Councillor Dealtry went on to ask why, if the Local Growth Team has been running for the last two years with projects with other Town Councils, had it not been in touch with Bridlington Town Council before this time. Mrs Turner believed that involvement had taken place with Bridlington prior to her very new arrival to post, and that they would both investigate the previous communications.

Councillor Andy Walker enquired if the funding available had to be match funded. Mrs Turner informed that she believed that, at this time, none of the funding required any match funding.

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

### **Civic Duties, Responsibilities & Training from 17 August – 20<sup>th</sup> September 2023**

#### Mayor & Mayoress:

19.08.23	Mallard Court Summer Fair
27.08.23	Flamborough RNLi Funday
01.09.23	Small Grants Photo presentation – Sea Cadets
03.09.23	Snaith & Cowick Civic Service
14.09.23	Formal Reception- Defence School of transport – Leconfield
19.09.23	Bridlington Health Forum at the Bridlington North Library

**Total of 6 Events attended by the Mayor & Mayoress**

#### Deputy Mayor & Deputy Consort:

22.08.23	BCAG Residents Meeting
24.08.23	Veterans Breakfast Club
07.09.23	RNA Branch Meeting
09.09.23	Emmanuel Church Event- Celebrating 50 Years & the receiving of a Bible
12.09.23	BCAG Residents Meeting
13.09.23	BHF steering group
14.09.23	NHW Co-ordinators meeting
15.09.23	New Pasture Lane lunch

**Total of 8 Event attended by the Deputy Mayor & Deputy Consort**

#### Other Councillors:

23.08.23	Forestry Meeting at Jubilee Woods with ERYC Humber Forest Project Officer - Cllrs Heslop-Mullens, Pollard, Verda & Andy Walker
30.08.23	R.O.B.O.T Meeting Burlington Restaurant – Cllr Angie Walker
30.08.23	VCSE Meeting – Cllr Norman
04.09.23	Transport meeting re Bus and Train Timetabling with Kevin Fradley and Colin Walker – Cllr Heslop-Mullens
15.09.23	New Pasture Lane Community Centre – Invite to final Lunch – Cllrs Pollard, Andy Walker & Angie Walker
15.09.23	ERNLLCA Conference & AGM – Cllr Heslop-Mullens
19.09.23	Bridlington Health Forum at the Bridlington North Library – Cllrs Andy Walker & Angie Walker

**Total of 7 Events attended by Other Councillors**

#### **For Information ONLY - Staff:**

15.09.23	ERNLLCA Conference in Hull – Mrs Ericka Kelly
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**Total of 1 Events attended by Staff**

**116.23** To approve the minutes of the Full Council meeting held on 16.08.23 as a true record:

**RESOLVED:** *The minutes of the Full Council meeting held on 16.08.23 were received as a true record.*

**117.23** To receive the minutes of the Planning Committee held on 21.08.23:

**RESOLVED:** *The minutes of the Planning Committee held on 21.08.23 are approved.*

**118.23** To receive the minutes of the Staffing Committee held on 05.09.23:

**RESOLVED:** *The minutes of the Staffing Committee held on 05.09.23 are approved.*

**119.23** To receive the minutes of the Finance & General Purposes Committee held on 05.09.23:

**RESOLVED:** *The minutes of the Finance & General Purposes Committee held on 05.09.23 are approved.*

**120.23** To receive the minutes of the Planning Committee held on 11.09.23:

**RESOLVED:** *The minutes of the Planning Committee held on 11.09.23 are approved.*

**121.23** To receive the Annual Report for 2022/2023 (copy available on request):

**RESOLVED:** *The Annual Report for 2022/2023 was approved.*

**122.23** To consider the report regarding Bridlington Town Regeneration – Cllr Norman normal briefed the meeting as to how massive sums of money has been invested in the East Riding of Yorkshire but questioned if it had done what it set out to do as Bridlington is still considered to be in the bottom 10% of towns in the UK in terms of deprivation. The Bridlington Area Action Plan does not appear to have worked and therefore money invested has not necessarily gone into the right places and would therefore like to recommend the Town Council considered the following recommendations to be conveyed to the ERYC:

**RESOLVED:** *The Town Council resolved to support the following to be conveyed to the ERYC:*

1. *This Council notes that the ERYC and its partners have invested heavily in Bridlington;*
2. *This Council notes that the ERYC is continuing to invest in terms of the development of the multi-story car park and other projects;*
3. *This Council notes with sadness that despite the multi-million-pound investment some landmark projects from the original "Bridlington Town Centre Area Action Plan" are yet to be completed and the ERYC has no allocated funds to complete such projects.*
4. *This Council notes with sadness that despite the multi-million-pound investment Bridlington remains a highly deprived area.*
5. *This Council resolves to write to the ERYC (Claire Watts and Alan Menzies) to urge them to reinstate the Bridlington Regeneration Partnership and reinvigorate the many groups which gave the people of Bridlington and the BTC Council through membership of those forums, a voice on the actions which the ERYC undertook on their behalf.*
6. *This Council further resolves to write to the Leader of the ERYC urging that Bridlington and the infrastructure to and from Bridlington is included as a priority in the discussions with the DLUHC (The Department for Levelling Up, Housing and Communities) regarding devolution priorities and funding in order to once again focus on the regeneration of Bridlington.*

7. *Following on from the briefing from the ERYC Local Growth Team to request assistance from the ERYC, by way of a secondment to Bridlington Town Council, to assist the with the adept collation of projects in Bridlington and facilitating meeting the finite timescales imposed with funding.*

**123.23** To consider the report from the Development Plan Working Group held on 06.09.23:

**RESOLVED:** *The Town Council resolved that the Development Plan Working Group recommends that Full Council approve the action outlined (highlighted) on the attached spreadsheet.*

**124.23** To consider the report for Dangerous Junctions:

**RESOLVED:** *The Town Council resolved to convey the compiled list to the ERYC Traffic Management and the ERYC Director of Communities and Environment and to urge that immediate action be taken to improve the safety of the junctions below:*

- a) *Kingsgate to Hilderthorpe Road at B&Q is ridiculous and the main Hilderthorpe Road / Cardigan Road junction, there is complete gridlock due to poor design / programming. The parking in the box junction is dangerous as very few know that unless your exit is clear you cannot enter the marked-out junction box.*
- b) *PALANZA / EAST / New Burlington Road Junction.*
- c) *The Mini roundabout Scarborough Road, due to speed of vehicles emerging from Marton Road.*
- d) *Brookland Road and Brett Street junction due to speed of vehicles around the bend.*
- e) *Junctions at Carnaby Avenue / Ramsey Road / Matson Road as they are all used as a chicane.*
- f) *Junction of Shaftesbury Road and Cardigan Road - due to the number of accidents.*
- g) *Junction of Cardigan Road and George Street - due to reports of near misses.*
- h) *Junction of George Street and St James' Road – constant reports of poor parking at the junction which is causing sight problems and therefore increased risk.*
- i) *Junction at the top of Beck Hill onto Prospect Street – due to number of near misses.*
- j) *Junction from St Johns Street onto South Back Lane – due to number of near misses.*

**125.23** To consider a Report for Remembrance Event in Bridlington:

**RESOLVED:** *The Town Council noted the report.*

**126.23** To consider a Report for the Christmas Event in Bridlington:

**RESOLVED:** *The Town Council noted the report.*

**127.23** To consider the Skatepark Coordinators Monthly Report – August 2023 & Information regarding the ISO container.

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

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

- a) 14.08.23 ERYC – Town and Parish Communities and Environment Events – ER Leisure Bridlington:

**RESOLVED:** *Councillors Heslop-Mullens, Norman, Angela Walker, Verda and the Clerk have shared that they will be attending the event.*

- b) 16.08.23 ERYC – Commuted Sums Update for Bridlington:

**RESOLVED:** *The Town Council resolved to convey that it would like to make use of commuted sums for the removal and replacement of a like for like ISO-Container at the Skatepark. Councillor Arthur suggested that a Skatepark Workstation could be a potential addition at the Skatepark that could be placed with funding from the commuted sums. The meeting discussed that the Environment Committee Members could investigate the open spaces areas of Bridlington for potential uses of the commuted sums. Date to be arranged.*

- c) 16.08.23 ERNLLCA – Clerks Networking and Training Event – 20.10.23.

**RESOLVED:** *The Town Council approved the training costs for the attendance of the staff.*

- d) 17.08.23 ERNLLCA – AGM – Attendees notified and booked – retrospective.  
 e) 22.08.23 Sewerby Hall Zoo Extension – Briefing Note.  
 f) 24.08.23 ERYC – Carriageway Patching Project Briefing Note.  
 g) 24.08.23 ERYC – Emergency Road Closure for Part of Bessingby Road, Bridlington – Retrospective.  
 h) 31.08.23 ERYC – Footway Maintenance Briefing Note.  
 i) 30.08.23 NALC/ERNLLCA – Data Collection for Experiences with Local Elections in May:

**RESOLVED:** *The Town Council resolved to instruct the Clerk to complete the survey on behalf of the Council with additional comments.*

- j) 30.08.23 NALC/ERNLLCA – Request MP to attend Energy Bill Report Stage Debate in Commons.  
 k) 04.09.23 NALC/ERNLLCA – Request for Consultations on Implementation of plan making reforms.  
 l) 06.09.23 ERYC – Temporary Road Closure for North Street, Bridlington.  
 m) 11.09.23 ERYC – DRAFT ER Design Code Consultation – Responses can be collated in the October.  
 n) 11.09.23 ERVAS – Change of name and change of lease:

**RESOLVED:** *The Town Council resolved to confirm if there is a legal requirement to change the name on the current lease via ERNLLCA. If there is a legal requirement then the lease will be change to reflect the new name Community Vision (formerly known as ERVAS).*

- o) 11.09.23 Mr Carvill – Update for Gansey Girl and Barrow Boy.  
 p) 12.09.23 ERYC – Vacancies for Two Parish Council Representatives for the ERYC Standards Committee:

**RESOLVED:** *The Town Council resolved to support the nomination from Councillors M Milns and Verda should they wish to nominate themselves for the roles.*

- q) 13.09.23 ERYC – Cost to the Bridlington SLA for Electricity at the Bridlington War Memorial Gardens:

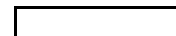
**RESOLVED:** *The Town Council resolved to approve the additional small cost of £30 per annum to be added to the SLA for Bridlington for the future use of electricity at the Bridlington War Memorial Gardens.*

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

- i. Bridlington Central Action Group minutes of meeting on 11.07.23:
- ii. ERNLLCA Newsletter – August 2023:
- iii. R.O.B.O.T Minutes of meeting on 30.08.23:
- iv. VCSE Network meeting notes from 30.08.23:
- v. Humberside Police Town Bridlington News Update for September 2023:
- vi. Clerks & Council Direct Magazine – September 2023:

**130.23** To receive a statement of balances and to approve the schedule of accounts for payment:

**Report to Council:**



**Subject: Statement of Balances and Schedule of Accounts for Payment**

The bank balances at 12th September 2023 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£8,418.78
Town Council	Deposit A/C	£378,265.84
Town Council	Petty Cash	£273.29

Accounts paid since: 11th August 2023

**Bridlington Town Council:**

**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
3	04-Sep	Cllr M Heslop Mullens	Payment for Past Mayoress medal	£194.96
CR	08-Sep	D Arthur	Reimbursement Hinge Charity Dinner tickets	£228.00
CR	07-Sep	HSBC	Gross interest to 6/9/23	£1,686.10

**Cash Receipts:**

**Payments Out:**

Cheque/BACS	Date	Payee	Description	Amount
BACS 27/28	31-Aug	Staff Costs	August Staff Costs	£5,198.84
BACS 29	31-Aug	ERYC	Rates payment 6/10	£434.00
		Just Like That Handyman	Repairs at St John's toilets	£120.00
		North East Security Shutters	Resolving problem with Hub Roller Shutter	£230.40
DR	28-Aug	HSBC	Bank Charges to 6/8/23	£8.00
VE Debit Card	29-Aug	Amazon Online Order	PPE & cleaning equipment for Phase 3 work	£109.06
Petty Cash	31-Aug	Petty Cash	August Petty Cashe Expenses	£42.83
SO	31-Aug	K Wardle	August Skatepark contracts	£1,129.36
DD	01-Sep	Sage Global Systems	Payroll software subscription	£9.60
BACS 30	05-Sep	A Staveley	Bus Shelter Cleaning	£75.00
		BT Business	Office Broadband Quarterly Bill	£119.07
		David Boland	September Website	£130.00
		ERYC	Supplies - Toilet rolls and paper handtowels	£116.22
		K Wardle	Skatepark sundries - miscellaneous	£41.44
		Hinge Centre	table /6 Hinge Gala dinner (Mayor reimbursed)	£178.00
		Fireco Ltd	Fire smart door closers for Community Hub	£2,389.20
		TEC Partnership	IOSH 3-day Course for 1 staff member	£430.00
BACS 31	06-Sep	Business Stream	office Water Bill	£179.65
		Jonathan Oyston	Office Window Clean 4/9/23	£22.00
		Simply Shredding	Confidential Waste removal	£78.00
PK Debit Card	04-Sep	ERYC	TENS licence fee for Xmas Event	£21.00
DD	20-Sep	Eon Next	Office Electricity Bill August	£224.30
DD	16-Sep	Octopus Energy	At John's toilets electricity August	£29.04
VE Debit Card	06-Sep	Spa Bridlington	Wine - Hinge Gala Dinner (Mayor reimbursed)	£36.00
BACS 32	12-Sep	Blenheim Cleaning Services	Office Clean 4/9/23	£45.00
		Bob Stabler & sons	2 x 12-yard skip clearance of phase 3 units	£564.00
		Business Stream	St John's toilets water bill	£245.53
		ERYC	Councillor ID badges x 12	£61.92
		Flex Elecs	Clearance of phase three area	£2,035.40
		KITS Hull Ltd	Office telephones September	£35.96
		Cllr J Arthur	Civic Engagement Expenses	£191.19
<b>Total Payments</b>				<b>£14,530.01</b>

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

**131.23** To receive notice of items for inclusion on the next agenda for Wednesday 18.10.23:

- East Riding Design Plan – collate a response.
- Cllrs Hammond & Handley to attend to brief about Devolution.
- Armed Forces Covenant for Bridlington Town Council.
- Update for Remembrance & Christmas.

**Signed:**

**Mayor of Bridlington**

**Date:**