



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 21st June 2023
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Arrand, Arthur, Marsburg, T Milns, Norman, Pollard, Andy Walker & Angela Walker total of eight (8) in the room. Six (6) Members of the Public were present at the meeting, two (2) Members of Humberside Police and one (1) Member of the press.
The Deputy Clerk attended the meeting, and the Town Clerk recorded the minutes.

39.23 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.

40.23 To Receive and Accept Apologies for Absence:

RESOLVED: *Apologies were received and accepted for Councillors Dealtry, Heslop-Mullens & M Milns.*

41.23 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, Norman & Andy Walker declared non-pecuniary interests for the following items 24 A,C,E,F,G,H,I,J,K,M & O on the agenda, as all pertain to the East Riding of Yorkshire Council (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: *There were none.*

42.23 To undertake the co-option procedure for the vacancy in Bridlington North Ward. The Mayor briefed the room with the procedure for the co-option. The Councillors proceeded to vote for their preferred candidate for co-option via a show of hands.

RESOLVED: *The new Member for Bridlington North Ward is Councillor Carlo Verda. Councillor Verda was present, signed the declaration of acceptance of office and joined the meeting.*

43.23 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 representative of the Bridlington Central Action Group (BCAG), briefed that Humberside Police had not attended their meetings since February. He shared concerns to the meeting and Humberside Police about several houses in the area, for different reasons, including potential hostels, Airbnb misuse and Anti-social behaviour.

He also briefed that Emergency bay issue on Marshall Avenue had not been resolved and there is confusion between ERYC departments which is resulting in parking tickets being issued. Councillor Walker is currently dealing with the matter and is awaiting a formal reply from the Acting Director of Streetscene Services at the ERYC.

44.23 Brief from Humberside Police:

Sergeant Almond began the brief with sharing the good news that almost all crime figures have gone down over the recent months. The only figures that had increased were related to drugs and the increase reflected specific targeting in that area, so this was overall really positive trends for Bridlington.

Inspector Beadman briefed about staffing levels and that more troops will eventually filter into Bridlington post training and that the current PCSO vacancies are due to people leaving. One PCSO is joining the team from out of area so will require a small amount of training compared to new recruits.

Inspector Beadman went on to share that Bridlington will have Knife Angel in June 2024 and a suitable location for it in Bridlington will need to be considered. The meeting provided four locations, Garrison Square, South Cliff Gardens, King Street and Regent Street Gardens.

Inspector Beadman was pleased to share that Bridlington South is one of two areas that have been selected for "Clear Hold Build" which is group that will come in to help to address organised crime more effectively in the area. The project will involve so many different organisations including schools, council's various sectors and the Army to make use of all the resources to educate people and provide alternative routes to alleviate issues going forward and to make a huge difference in the area.

Councillor Norman asked if this would move the issues to another area and if that was the case were measures in place to address that. Inspector Beadman shared that the organisations working together will provide alternative mindsets and vocations for all involved.

Councillor Norman also informed that the Rio Circus is to be in Bridlington near the CYP on Gypsey Road and that there was currently no permission in place. Inspector Beadman informed that he would put this information on their local briefing, and that this would tie in nicely with the fact that the Humberside Police have the "Yellow Fin" off road bikes in Bridlington now and would be able to use the bikes in this prime location to educate people.

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

Mayor & Mayoress:

28.05.23	Flamborough Lifeboat Gala – Flamborough
12.06.23	100 th Birthday Celebrations – Red House Residential Home
15.06.23	Fashion Show – East Riding College
15.06.23	Lord Lieutenants Welcome – Treasure House Beverley
17.06.23	130 th Celebration & Organ Restoration – St Johns Burlington Methodist Church
21.06.23	King Charles III Coastal Path – from Bridlington Priory

Total of 6 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

03.06.23	Buddies in Boats – War Memorial, Bridlington
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Total of 1 Event attended by the Deputy Mayor & Deputy Consort

Other Councillors:

31.05.23	VCSE Meeting (online) – Cllr Norman
31.05.23	Councillor Surgery – Cllr Heslop-Mullens
03.06.23	Buddies in Boats – War Memorial, Bridlington – Cllr Dealtry
11.06.23	Bridlington Old Town Vintage Fayre – Cllrs Dealtry, Pollard & Angie Walker
15.06.23	Fashion Show – East Riding College – Cllrs Pollard & Angie Walker
17.06.23	130 th Celebration & Organ Restoration – St Johns Burlington Methodist Church – Cllr Dealtry

Total of 6 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

15.05.23	Bridlington Tourism Association – Cllr Arrand
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46.23 To approve the minutes of the Full Council meeting held on 17.05.23 (Mayor Making) as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 17.05.23 (Mayor Making) were received as a true record.*

47.23 To approve the minutes of the Full Council meeting held on 17.05.23 as a true record:

RESOLVED: *The minutes of the Full Council meeting held on 17.05.23 were received as a true record.*

48.23 To receive the minutes of the Newsletter Committee held on 30.05.23:

RESOLVED: *The minutes of the Newsletter Committee held on 30.05.23 are approved.*

49.23 To receive the minutes of the Planning & Environmental Committee held on 30.05.23:

RESOLVED: *The minutes of the Planning & Environmental Committee held on 30.05.23 are approved.*

50.23 To receive the minutes of the Finance & General Purposes Committee held on 06.06.23:

RESOLVED: *The minutes of the Finance & General Purposes Committee held on 06.06.23 are approved.*

51.23 To receive the minutes of the Planning & Environment Committee held on 19.06.23:

RESOLVED: *The minutes of the Planning & Environmental Committee held on 19.06.23 are approved.*

52.23 To receive the internal audit of Bridlington Town Council's accounts for the year ended 31.03.23:

RESOLVED: *The internal audit is received and noted. The Council resolved to convey thanks to Mrs Exon the Responsible Financial Officer for another successful audit.*

53.23 To consider, approve & sign the Annual Governance Statement (Section 1) & Assertions for 2023-2024:

RESOLVED: *The Annual Governance Statement for the year ended 31.03.22 is approved and signed. The Council received the internal audit review Assertions for 2022-2023.*

54.23 To consider, approve & sign the end of year Accounting Statements (Section 2) for the year ended 31.03.23:

RESOLVED: *The Accounting Statements for the year ended 31.03.22 are approved and signed at the meeting by the Mayor in preparation for posting immediately to the designated External Auditor. Thanks to be conveyed to Mrs Exon the Responsible Financial Officer.*

55.23 All Councillors to Sign the Bridlington Town Council's Banking Mandate Proforma – Signatures:

RESOLVED: *The Councillors present signed the Bank Mandate.*

56.23 To consider the Introduction of an Environment Committee for the Bridlington Town Council & Allocation of Councillors to the Environment Committee & address changes for Committees including Co-Opted councillor:

RESOLVED: *The Town Council resolved the following:*

- 1. To introduce and adopt an Environment Committee with the proposed Terms of Reference.*
- 2. To adopt the proposed revised and renamed Planning Committee Terms of Reference.*
- 3. To add the dates of the Environment Committee to the meetings diary.*
- 4. To allocate Councillors to the Environment Committee – total of 5 with a quorate of 3 for each meeting. Councillors Heslop-Mullens, Pollard, Andy Walker, Angie Walker & Verda allocated themselves to the Environment Committee*
- 5. To accommodate other Councillor changes to Committee Membership for meetings and the following changes took place:*
- 6. Councillor Arthur requested to be removed from the Planning Committee and be added to the Finance Committee. Councillor Verda requested to added to the Planning Committee.*

57.23 To consider the Removal of Political Party Information at Town Council Level – Cllr Norman:

RESOLVED: *The Town Council resolved to remove the political party information from the Councillors Information on the website and Town Council literature produced in-house with immediate effect.*

The Town Council respects and supports councillor's memberships of political parties but will not advertise it in any Town Council paperwork in the future.

This does not relate to the Register of Interests Forms as they will still reflect the councillor's political denominations as is legally required.

58.23 To consider the In-House Councillor Training Costs for Additional Trainees:

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

1. *To offer the training for free to other councils to fill the 25 places of ERNLLCA training in Bridlington.*
2. *To request a payment of ten (£10) pounds per councillor from other councils that attend the training.*
3. *Councillors Arrand, Arthur, T Milns, Norman, Pollard, Andy Walker, Angela Walker & Verda informed that they would be attending the In-House training on 19th July in Bridlington at the Town Council's Offices. The councillors who were not in attendance at the meeting are to be asked if they would be able to confirm their attendance as places cannot be offered without knowing how many are available.*

59.23 To consider the Report on Bus Shelters from the Responsible Financial Officer & Deputy Clerk. The Town Council discussed the matter at length and resolved that all action taken is prioritised by safety and within the scope of this year's budget, with the remaining works to be included into the 2024-2025 budget. The following resolutions were made regarding:

RESOLVED:

1. *To remove the bus shelter at Station Avenue outside the Medical Centre and replace it with a cantilever shelter.*
2. *To remove the bus shelter at Matson Court and replace it with a cantilever shelter.*
3. *To remove the bus shelter on Bessingby Gate outside the play park.*
4. *To fix the rivet issue and refurbish the bus shelter at Auburn Walk, Burstall Hill.*
5. *To refurbish the bus shelter on Scarborough Road.*
6. *To purchase a cantilever bus shelter for placement at Station Avenue on the opposite side of the road.*

60.23 To receive an update for the Street Stencilling being undertaken by the Hull & East Riding Probation Team:

RESOLVED: *The Town Council noted the content of the report and resolved to convey thanks to the Hull & East Riding Probation Team for their work in Bridlington with the Street Stencilling.*

61.23 To consider the Skatepark Coordinators Monthly Report – May 2023:

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

62.23 To receive items of correspondence:

- a) 04.05.23 ERYC – Emergency Road Closure – Part of Belvedere Road, Bridlington.
- b) 09.05.23 Hedgehog Highway Project – this item was deferred to the July meeting for further information.
- c) 12.05.23 ERYC – Updated Proposals - Electrical Charging Points, North Marine Drive, Bridlington:

RESOLVED: *The Town Council resolved that it considered the relocation of the electrical charging points on North Marine Drive were suitable it wished to add that whilst all additional EV chargers are welcome in Bridlington, care should be taken to ensure the correct chargers are used for each location. In general the 7 kw Chargers are typically the "overnight" chargers and are ideally placed around areas with flats and similar accommodation with no driveways although may be appropriate in long stay car parks as well. The 22 kw chargers are typically the 2-3-hour chargers and are very compatible with typical short and medium stay car parks or visitors using limited parking time zones. The 150 kw+ chargers are typically the 15-20-minute chargers essential for those travelling or with little access to off street parking. The Town Council are concerned that it could be easy to perceive an underutilised charger as an unrequired facility and this may not be the case.*

- d) 23.05.23 ERNLLCA – Conference Attendance & Motion for Consideration at ERNLLCA AGM:

RESOLVED: *The Town Council approved the attendance to the ERNLLCA Conference for the Deputy Town Clerk. There were no Motions proposed for the ERNLLCA AGM. Councillors missing from the meeting were to be asked if they would like to attend the ERNLLCA Conference.*

- e) 25.05.23 ERYC – Emergency Road Closure – Part of Bessingby Road, Bridlington.
 f) 26.05.23 ERYC – Temporary Road Closure – Part of Wycliffe Lane, Bridlington.
 g) 26.05.23 ERYC – Experimental Order – Electrical Charging Points, South Marine Drive, Bridlington:

RESOLVED: *The Town Council had no further comments to make regarding the Electrical Charging Points on South Marine Drive, Bridlington.*

- h) 30.05.23 ERYC – Temporary Road Closure – Legal Paperwork for Armed Forces Day.
 i) 02.06.23 ERYC – Kings Charles III England Coast Path – Progress in Your Parish.
 The Mayor informed that he attended this event.
 j) 06.06.23 ERYC – Event Procedure – Revised Guidelines & Clerk request for clarification.
 k) 08.06.23 ERYC – Temporary Road Closure – Part of Pembroke Terrace Service Road to rear, Bridlington.
 l) 09.06.23 ERNLLCA – Training Update (this is in addition to the Group Training booked for BTC).
 m) 09.06.23 ERYC – Temporary Road Closure – Part of Long Lane, Bridlington.
 n) 12.06.23 Pride Bridlington – Parade – Does the BTC wish to be a part of the Parade:

RESOLVED: *The Town Council resolved not to take part in the Pride Parade.*

- o) 13.06.23 ERYC – Emergency Road Closure for Sewerby, Part of Riviera Drive, Bridlington.

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

- i. ERNLLCA Newsletter – May 2023.
- ii. Bridlington Central Action Group minutes of meeting on 09.05.23 – feedback from Cllr Andy Walker as the matters addressed at the meeting were Police attendance, Emergency vehicle bay and the success of the BCAG Stall at the Old Town Vintage Fayre.
- iii. Bridlington in Bloom minutes of meeting on 15.05.23.
- iv. East Riding VCSE Network minutes of meeting on 31.05.23 – Cllr Norman informed about the sharing of information being discussed with councils which was informative.
- v. Humberside Police – Bridlington Update News Release – June 2023.

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

The bank balances at 13th June 2023 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£18,477.82
Town Council	Deposit A/C	£421,900.30
Town Council	Petty Cash	£202.13

Accounts paid since: 12th May 2023

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	30-May	Sue Dixon	Winter and Spring Newsletter Adverts	£80.70
CR	07-Jun	ERVAS	Lease Fee Year 3	£9,427.20
CR	07-Jun	ERVAS	Service Charge Shortfall Invoice	£961.15
CR	07-Jun	HSBC	Gross Interest to 6/6/23	£1,296.55

Cash Receipts:

Petty Cash	31-May	Petty Cash Receipts	May Petty Cash Receipts	£20.00
Total Receipts				£11,785.60

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
MKFUND08	16-May	Headlands School	Marjory Kirk Fund Award	£8,092.50
BACS 10	18-May	A Staveley	Bus Shelters cleaned 18/4/23	£75.00
		First Aid Box Training	H&S Training for PK	£184.80
		Gallagher Insurance	Armed Forces Day Insurance Policy Premium	£302.00
		Intruder Alarms	Balance of CCTV Service Invoice	£51.00
		Prospect Photo Agency	Civic Dinner Photography	£95.00
		Expanse Hotel	Civic Dinner	£2,398.60
PK DEB CRD	17-May	Amazon Online Order	Name Badge Holders	£10.48
PK DEB CRD	17-May	ERYC	Small Lotteries Licence Renewal	£20.00
DR	28-May	HSBC	Bank Charges to 6/5/23	£17.84
BACS 11/12	31-May	Staff Costs	May Staff Costs	£5,198.60
BACS 13	31-May	Bob Stabler & Sons	Skatepark Skip	£360.00
		Blenheim Cleaning	Office Clean 14/5/23	£45.00
		BT Business	Office Broadband	£124.81
		Jonathan Oyston	Office Windows Cleaned 19/5/23	£20.00
		ERYC	Office Rates 3/10	£434.00
		Anthony Whitley	Year End Internal Audit	£550.00
DD	02-Jun	Drax	Office Electric April	£188.54
DD	06-Jun	Sage Global Systems	Payroll Software Subscription June	£8.40
BACS 14	06-Jun	Blenheim Cleaning	Office Clean 31/5/23	£45.00
		Bridlington Gold	Armed Forces Day Event Roadshow	£100.00
		Bridlington Stationers	Safe	£253.57
		David Boland	June Website	£130.00
		ERYC	Supplies invoices	£204.60
		Steve Tingle	St Johns Toilets Repairs	£100.00
MKFUND09	13-Jun	Roots And Shoots	Marjory Kirk fund Award	£5,700.00
BACS 15	13-Jun	KITS Hull Ltd	Telephones May	£35.96
		ERYC	Bessingby Gate annual Lease fee	£141.00
		John Woodvine	Bus Shelters Repairs	£60.00
		Play Inspection Company	Annual Skatepark Inspection	£132.00
Petty Cash	31-May	Petty Cash Expenses	May Petty Cash Expenses	£100.66
Total Payments				£25,179.36

RESOLVED: *The accounts were approved for payment.*

65.23 To receive notice of items for inclusion on the next agenda for Wednesday 19th July 2023:

- Wrap up for Armed Forces Day.
- Christmas Planning.
- Hedgehogs.

Signed:

Mayor of Bridlington

Date: