



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

The meeting was held with Councillors Arrand (Chair), Arthur (late arrival), Dealtry, Heslop-Mullens, Marsburg, T Milns, Pollard, Verda, Andy Walker & Angela Walker, a total of ten (10).

Two (2) representative from East Riding of Yorkshire Council (ERYC) Councillor Hammond (late arrival) & Councillor Bowtell, four (4) Members of the Public and one (1) media were present at the meeting.

The Town Clerk recorded the minutes.

**132.23** Deputy Mayors Welcome:

Councillor Arrand, the Deputy 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 Deputy Mayor shared the sad news about the recent passing of former Bridlington Town Councillor and Mayor of Bridlington, Mr Les Taylor. The meeting undertook a minute's silence as a mark of respect.

The Deputy Mayor presented Councillor Heslop-Mullens with his Civic Album for his year in office 2022-2023. Photographs were taken.

The Deputy Mayor shared that the Town Clerk had given notice of retirement and noted thanks to her for over seventeen (17) Service at the Bridlington Town Council.

**133.23** To Receive Apologies for Absence:

**RESOLVED:** *Apologies were received and accepted from Councillors M Milns & Norman.*

**134.23** 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, Heslop-Mullens & Andy Walker declared non-pecuniary interests for the following items on the agenda 12, 13, 16, 19A, B, C, D, F, G, H, I, J, L, M, N, P, Q, R, S, T as all pertain to the ERYC and they are Members of the ERYC.*

*Councillors Arrand and Andy Walker declared a non-pecuniary interest in item 14 on the agenda as they are known to the member of the public.*

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

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

**135.23** 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 Executive Officer of the Bridlington Central Action Group (BCAG), briefed about the recent AGM meeting for the group which recapped on successes over the 10 years of the group's existence, including the recent clearance of Travis Street and current petitioning about the proposed reinstatement of the ambulance bay on Marshall Avenue. He shared that the Warm Spaces was to continue in the Community Hub again on a Monday afternoon from 1-3pm.

A Member of the public and interim Chair of Bridlington Neighbourhood Watch shared that the future November meeting is having to be put back but shared that a recent meeting in Melton with Humberside Police has shown how keenly they want to work with Neighbourhood Watch groups and how imperative it will be to get the strategy completely right from the offset to be able to support Bridlington.

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

**Civic Duties, Responsibilities & Training from 21<sup>st</sup> September – 18<sup>th</sup> October 2023**

Mayor & Mayoress:

22.09.23 Party at Bessingby Hall, Bridlington  
 29.09.23 Aalia House MacMillan Coffee Morning  
 01.10.23 Hedon Civic Service from Town Hall Hedon  
 02.10.23 Small Grants presentation at the BTC Offices  
 03.10.23 High Sheriff Drinks and Canapes at Cerutti 2, Beverley  
 06.10.22 Opening of Hull Fair  
 07.10.23 ACES Bridlington Clue and Friends by the Sea Exhibition at the Spa Bridlington  
 07.10.23 Presentation of Kurling Awards at ER Leisure Bridlington  
 07.10.23 The Hinge Charity Ball at the Spa Bridlington  
 08.10.23 Civic Service  
 11.10.23 Placement of Event Poppies at the Bridlington War Memorial with Bridlington Veterans  
 18.10.23 Opening of the Bridlington Fair

**Total of 12 Events attended by the Mayor & Mayoress**

Deputy Mayor & Deputy Consort:

21.09.23 Chairmanship Training (Online)  
 07.10.23 ER College Higher Education Awards Ceremony at ER College Bridlington  
 08.10.23 Civic Service  
 09.10.23 Bridlington Tourism Association Committee meeting  
 10.10.23 BCAG AGM

**Total of 5 Event attended by the Deputy Mayor & Deputy Consort**

Other Councillors:

21.09.23 Distribution of Remembrance Signage and Paperwork – Cllrs Dealtry & Verda  
 27.09.23 Environment Committee Tree & Park Road Trip – Cllr Verda, Pollard, Heslop-Mullens  
 02.10.23 Small Grants presentation BTC Offices – Cllrs Marsburg, T Milns, Pollard, Andy Walker, Angie Walker & Verda  
 07.10.23 The Hinge Charity Ball at the Spa Bridlington – Cllrs Dealtry, Angie Walker  
 08.10.23 Civic Service – Cllrs Heslop-Mullens, Marsburg, Pollard, Andy Walker, Angie Walker, Verda  
 11.10.23 Placement of Event Poppies at the Bridlington War Memorial with Bridlington Veterans – Cllrs Pollard, Andy Walker, Angie Walker & Verda  
 11.10.23 UK Shared Prosperity Fund Briefing in Beverley – Cllr Andy Walker  
 12.10.23 UK Shared Prosperity Fund Briefing at the Bridlington Spa – Cllr Verda, Andy Walker, Angie Walker  
 14.10.23 Bus Partnership Event with Kevin Fradley Transport Champion at ERYC

**Total of 9 Events attended by Other Councillors**

Staff:

09.10.23 Fire Safety Training – Mrs King

**Total of 1 Events attended by Staff**

**137.23** To approve the minutes of the Full Council meeting held on 20.09.23 as a true record:

**RESOLVED:** *The minutes of the Full Council meeting held on 20.09.23 were received as a true record.*

**138.23** To receive the minutes of the Planning Committee held on 02.10.23:

**RESOLVED:** *The minutes of the Planning Committee held on 02.10.23 are approved.*

**139.23** To receive the minutes of the Finance & General Purposes Committee held on 10.10.23:

**RESOLVED:** *The minutes of the Finance & General Purposes Committee held on 10.10.23 are approved.*

**140.23** To receive the Audited Annual Return 2022-2023:

**RESOLVED:** *The information was noted and approved. The Responsible Financial Officer was thanked for her excellent work with the accounts.*

**141.23** To retrospectively approve the Autumn Newsletter 2023:

**RESOLVED:** *The Autumn Newsletter was retrospectively approved.*

**142.23** ERYC Councillor Hammond to brief the Town Council (10 min brief, 5 min questions):

Councillor Leo Hammond apologised for the absence of Councillor Anne Handley who was very sad to miss the meeting in Bridlington but unfortunately she was in Westminster at meetings with Jacob Young sorting the final points of the draft devolution deal.

Councillor Hammond went on to brief the Town Council meeting about what devolution as a Mayoral Authority would mean to the residents of Bridlington and how we are the only authority in Yorkshire that currently do not have a deal. Councillor Hammond explained how a Mayoral deal would provide the ability to access, and make use of, more money from the government for both authorities. He went onto clarify how this would not be a merger of the two councils and that Hull City Council and the East Riding of Yorkshire Council will still function as independent authorities.

Councillor Hammond explained the process in that once the draft deal is prepared it will go to consultation to the residents of both Hull and the East Riding, and only if the residents approve will it go ahead, and if the residents don't like it, it simply won't happen. He went onto share that there has only been one area to say no, the people of Cornwall did not want the draft deal that had been prepared on their behalf. Councillor Hammond explained how fixed amounts of more money, for specific tasks, can be made available for the next 30 years, therefore removing the need to bid for annually for less money. This better enables our area to address the things that we specifically need assistance with like roads, infrastructure, maintenance of roads, transport with buses & rail networks, and how all this can be better helped with more money, and the availability of that money via a Mayoral Authority.

Councillor Hammond went on to explain how there were so many other areas that can be assisted by being a part of a deal including the right skills for an area and for industry and how the East Riding is growing and will be able to do better to help it spread and grow with local businesses to benefit the residents. This devolution deal will ensure more money for projects in Bridlington and the key focus would be tourism and the shellfish industry.

Many questions were asked by Councillors that sought clarification about the Mayoral Authority and how the cabinet will operate regarding governance on activities, levels of authority participation, location, how the Mayor will empower people, impact on existing projects and how quickly this could happen. Councillor Hammond explained that the majority of these questions are currently what is being discussed as part of the deal by Councillor Handley and that there will be no money spent on creating new buildings or offices so that the Mayor and cabinet will be incorporated into the existing areas of both authorities.

If the residents choose to have this deal the timescale of implementation could be as soon as May 2025.

Councillor Hammond shared that there will soon be a new point of contact created specifically to assist Clerks and Councils to ensure ease of access to departments within the ERYC.

**143.23** To collate a response for the DRAFT East Riding Design Code Consultation:

**RESOLVED:** *The Town Council collated an official response for the DRAFT East Riding Design Code Consultation and the following was resolved to submit to the ERYC:*

1. *The Town Council were disappointed that there are not more green issues built into the design code to ensure it is incorporated in future builds and projects in Bridlington,*
2. *The Town Council considered that the design code would help to put the support in place for better planning of future builds and projects in Bridlington.*

**144.23** To consider a report regarding Trees and Commuted Sums:

**RESOLVED:** *The Town Council retrospectively approved the following submitted tree areas in Bridlington for consideration of planting by Humber Forest:*

1. *Open Space off Sewerby Heads (large field where the Adizone used to be placed in the corner) – large space that would benefit from major tree planting whilst leaving space for recreational sports.*
2. *End of Headlands Drive/Close – large field area – is already planted but there is space for select planting.*
3. *West Crayke around the large play area – green space around the play park and basketball park area that would benefit from more planting.*
4. *Waterdale Close Play Park area – green space around the play park area would benefit from planting.*
5. *Limekiln Lane grassed car park – area beyond the car park past the low wood fence would all benefit from major planting whilst leaving trail space for walking to the cliff top area.*
6. *Open area beside the Coastguard station that was some form of children track area could potentially be used for planting if the ground was suitable.*

*The Town Council were keen to make use of the available commuted sums to install a skatepark tool station, but these are not available in the UK and cannot be shipped to the UK.*

*The Town Council therefore resolved to enquire if the ERYC could utilise Commuted Sums money to commission the creation of a skatepark tool station for installation Bridlington and potentially other areas. In addition the Town Council also considered that this had the potential be to also enquire if this could be a project for local East Riding schools and colleges so that it would have a twofold effect of being used as a useful teaching project and potentially supplying more than Bridlington skatepark with a useful piece of equipment that is currently unavailable to purchase in the UK.*

**145.23** To consider a request for Council to support a specific annual award in Bridlington:

**RESOLVED:** *The Town Council resolved to convey that it could not support the annual awards as outlined in the request. The proposals were not considered to be wholly inclusive and did not fully meet with the Town Council's adopted Equality & Diversity Policy.*

**146.23** To consider changes to the Council Committee Memberships – Environment Committee - Cllr Marsburg:

**RESOLVED:** *The Town Council allocated Councillor Marsburg to the Environment Committee and resolved to officially changed the Membership of that Committee and its Terms of Reference to six (6) councillors.*

**147.23** To consider information and report from ERYC Local Growth Team for Potential Feasibility Studies & report from Councillor Heslop-Mullens for Phase 3:

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

- i. *The Town Council resolved to maintain that all decisions for Phase 3 continue to be approved by the whole of Bridlington Town Council. If required to meet deadlines, majority decisions can be authorised in advance. This will be managed by the Responsible Financial Officer (RFO) and as soon as a majority decision is reached action can be taken. Any action undertaken retrospectively by the RFO must be provided to the Clerk to be officially retrospectively approved at the next Full Council meeting.*
- ii. *To investigate the practicality of requesting support from the Local Growth Team to assist with a feasibility study for the rear of the building (phase 3) following the structural survey. Ascertaining precisely what it would entail, timescales, all costs to*

*the Town Council in the first instance and how long the reimbursement of any expenditure by the Town Council would take.*

- iii. *To investigate seeking assistance from the Local Growth Team to undertake an expression of interest to potentially apply for funding for employing someone to assist the Town Council to manage projects and seek funding sources to benefit the community of Bridlington.*
- iv. *The supplementary synopsis of the meeting with the ERYC Local Growth Team and Councillor Arthur were noted.*
- v. *Councillors Verda and Angie Walker proposed to attend the Bridlington Signage Audit on 20<sup>th</sup> October, and this was to be conveyed to the ERYC Local Growth Team.*
- vi. *The Town Council wished to convey to the ERYC Local Growth Team that it is interested in fully supporting a collaborative approach with the Local Growth Team, D.O.T and R.O.B.O.T. for an Old Town study. The Town Council is particularly interested in what the Old Town feasibility study would entail and what work would be specifically undertaken in the area and would appreciate being updated with all work undertaken.*

**148.23** To receive a verbal update for Remembrance & Christmas Events in Bridlington 2023:

**RESOLVED:** *The Town Council noted the verbal reports for both Remembrance & Christmas in Bridlington from the Clerk.*

**149.23** To consider the Skatepark Coordinators Monthly Report – September 2023:

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

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

- a) 18.09.23/26.09.23/04.10.23 ERYC – Temporary & Emergency Road Closures for Trinity Road, Bridlington.
- b) 19.09.23 ERYC – Temporary Road Closure for Kingston Crescent, Bridlington.
- c) 20.09.23 ERYC – Temporary Road Closure for Sewerby Road Level Crossing, Bridlington.
- d) 22.09.23 ERYC – Changing Coasts East Riding Project – emailed in advance due to dates.
- e) 25.09.23 ERNLLCA / NALC – Vacancies for Councillors and Clerks for Larger Councils' Committees:

**RESOLVED:** *Councillor Dealtry pledged an interest in the role.*

- f) 26.09.23 ERYC – Annual Snapshot of Rough Sleepers - Forms to be provided nearer the time.
- g) 27.09.23 ERYC - Put Forward a topic for ERYC Overview & Scrutiny Committees for 2024/25:

**RESOLVED:** *The Town Council resolved to consider this further at the meeting in November 2023.*

- h) 27.09.23 ERYC – Allocation of Street Name in Bridlington & Name Bank – Approval & Suggestions:

**RESOLVED:** *The Town Council resolved to support Machin Mews to be made use of from the Bridlington name bank list and there were no further additions to the name bank list at this time.*

- i) 28.09.23 ERYC – Safeguarding Guidance for Children and Young People.
- j) 29.09.23 ERYC – Proposed replacement of existing loading bay with a disabled bay, Victoria Road:

**RESOLVED:** *The Town Council resolved to support the proposals for the proposed replacement of existing loading bay with a disabled bay on Victoria Road, Bridlington.*

- k) 02.10.23 ERVAS – Clear Hold Build Strategy – Bridlington Event Thursday 19.10.23.

l) 02.10.23 ERYC – Community Governance Review – Additional change to the northern boundary:

**RESOLVED:** *The Town Council resolved to support the number of Town Councillors on Bridlington Town Council to fifteen (15) and the adjustment to the northern boundary of the Parish of Bridlington to accommodate the additional change.*

m) 04.10.23 ERYC – Bridlington Secondary School – Proposed stopping & waiting restrictions:

**RESOLVED:** *The Town Council resolved to support the proposed stopping & waiting restrictions at Bridlington Secondary School.*

n) 04.10.23 ERYC – New Pasture Lane Primary School – Proposed stopping & waiting restrictions:

**RESOLVED:** *The Town Council resolved to support the proposed stopping & waiting restrictions at New Pasture Lane Primary School.*

o) 05.10.23 ERNLLCA – District Committee Meeting information and Agenda for attendance.

p) 05.10.23 ERNLLCA – East Riding UK Shared Prosperity Fund Communities and Place Year 3 Launch: Councillor Verda briefed that the paperwork for the funding bids had just been released and due to the very short time scale, should the Town council receive requests for "letters of support" from organizations wishing to take part, be agreed by a majority poll:

**RESOLVED:** *The Town Council resolved to ensure that it could provide "letters of support" for Bridlington organisations where required and approve it retrospectively to ensure that the timescales for the funding bids were met.*

q) 06.10.23 ERYC – Proposed no waiting at any time for Melbourne Avenue/Midway Avenue junction:

**RESOLVED:** *The Town Council resolved to support the proposed no waiting at any time restrictions for Melbourne Avenue/Midway Avenue junction.*

r) 09.10.23 ERYC – Standards Committee meeting notification.

s) 10.10.23 ERYC – Consultation on potential ambulance bay on Marshall Avenue:

**RESOLVED:** *The Town Council resolved not to support the proposals for the proposed introduction of an ambulance bay on Marshall Avenue, Bridlington outside the Aalia Care Home.*

t) 12.10.23 ERYC – Maintenance of St Johns Evangelist Churchyard, Sewerby:

**RESOLVED:** *The Town Council resolved that it did not wish to take on the maintenance of the St John the Evangelist Churchyard, Sewerby, Bridlington.*

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

- i. Bridlington Central Action Group (BCAG) minutes of meeting on 08.08.23:
- ii. ERNLLCA Newsletter – September 2023:
- iii. Humberside Police – Bridlington Update – October 2023:
- iv. Neighbourhood Watch – Halloween 2023 Newsletter:

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

The bank balances at 10th October 2023 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£504,294.38
Town Council	Deposit A/C	£11,131.00
Town Council	Petty Cash	£149.34

Accounts paid since: 12<sup>th</sup> September 2023

**Bridlington Town Council:**

**Receipts In:**

<b>Cheque/BACS</b>	<b>Date</b>	<b>Payer</b>	<b>Description</b>	<b>Amount</b>
CR	27-Sep	Amazon	Refund for undeliverable item	£33.00
CR	29-Sep	ERYC	2 <sup>nd</sup> Precept	£141,720.07
CR	03-Oct	Clean A Drive/Brid Window Co	Summer Newsletter Advert	£80.00
CR	06-Oct	HMRC	VAT Repayment 2 <sup>nd</sup> Quarter	£1,616.41

**Cash Receipts:**

Petty Cash	30-Sep	Petty Cash Receipts	September Petty Cash Receipts	£36.00
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**Payments Out:**

<b>Cheque/BACS</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BACS 33	19-Sep	BKR Group	Part Summer Newsletter Distribution	£453.60
		ERNLLCA	ERNLLCA Conference x 2 people	£180.00
		Andy Hire	Acrows for phase three works	£19.20
BACS 34	21-Sep	PKF Littlejohn	Year-end external audit fee	£1,008.00
		Priory Church Rooms	Civic Service Room hire	£60.00
101770	26-Sep	New Pasture Lane Community Centre	Small Grants Award	£500.00
101771	26-Sep	St John's Burlington Rainbow Guides	Small Grants Award	£500.00
101772	26-Sep	Regent Archers	Small Grants Award	£400.00
101773	26-Sep	Brid Cricket Club	Small Grants Award	£500.00
101774	26-Sep	ACES Bridlington Club	Small Grants Award	£250.00
101775	26-Sep	Brid Youth Action	Small Grants Award	£400.00
101776	26-Sep	Brid Lions Club	Small Grants Award	£500.00
101777	26-Sep	Brid Sea Cadets	Small Grants Award	£500.00
101778	26-Sep	Brid Excelsior Brass Band	Small Grants Award	£500.00
101779	26-Sep	Destination Old Town	Small Grants Award	£500.00
101780	26-Sep	Brid Amateur Operatic & Dramatic Society	Small Grants Award	£500.00
DR	28-Sep	HSBC	Bank charges to 6/9/23	£10.00
BACS 35/36	29-Sep	Staff Costs	September staff costs	£5,198.44
BACS 37	29-Sep	HMRC	PAYE & NIC 2 <sup>nd</sup> quarter	£2,380.84
Petty Cash	30-Sep	Petty Cash Expenses	September Petty Cash Expenses	£159.95
DD	06-Oct	SSE	Office Gas Quarter 2	£152.60
BACS 38	03-Oct	ERYC	Office Rates payment 7/10	£434.00
		ERNLLCA	Cllr Training Course – RA	£36.00
		K Wardle	replacement lock for skate park	£10.19
		J Woodvine	maintenance works at Marshall Ave	£65.00
		E Kelly	Travel Expenses ERNLLCA conference	£33.30
BACS 39	10-Oct	Agilico	Photocopier Lease and copies	£434.48
		Bridlington Stationers	Copier paper	£107.35
		David Boland	October Website Contract	£130.00
		ERYC	Supplies – Spray paint for stencils	£114.82
		Jonathan Oyston	Office windows cleaned 4/10/23	£22.00
<b>Total Payments</b>				<b>£16,059.77</b>

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

**153.23** To receive notice of items for inclusion on the next agenda for Wednesday 15.11.23:

- Update for ERYC Local Growth investigations.
- Topics of Scrutiny for ERYC.

**Signed:**

**Mayor of Bridlington**

**Date:**