



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 13th December 2023
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Arthur (Chairman), Arrand, Dealtry, Heslop-Mullens, T Milns, Norman, Verda, Andy Walker & Angela Walker, a total of nine (9).

Cllr Bowtell attended the meeting.

Two (2) Members of the Public were present at the meeting. One (1) Member of the press attended the meeting. The Acting Town Clerk recorded the minutes and the RFO was in attendance.

176.23 Mayors Welcome:

Councillor Arthur 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 reminded the room of the need for mutual respect during the meeting.

177.23 To Receive Apologies for Absence:

RESOLVED: *Apologies were received and accepted from Councillors M Milns, Marsburg & Pollard*

178.23 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- Mullen, Norman & Andy Walker declared non-pecuniary interests for the following items on the agenda 19A,B,D,E,F,G,H,I,J,K,L,N,O,P,Q & R & 20ii as all pertain to the 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.*

179.23 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 meeting and occurrences in the area. He shared that this recent meeting had been the last meeting of the year, which after business had concluded they held their Christmas Party. He did report that only this week he has received objections to the planning application to convert Number 26 Marshall Avenue into 4 flats. He also reported that he had a gentleman at his door with a donation for the group to help continue the Warm Space, the donation was more than was required for the continuation of this, so it had been agreed to make donations to other local charities. They have also received a large food donation from a local resident for one of the food banks. He concluded by wishing all the Councillors and Staff a Merry Christmas and Happy New Year.

The Mayor conveyed thanks to all who had made donation to his collection for the Homeless Hub, enough money has been raised to provide food on Christmas Eve and Boxing Day, with donations coming from Morrisons and Liggets.

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

Civic Duties, Responsibilities & Training from 16th November – 13th December 2023

Mayor & Mayoress:

19.11.23	Christmas Lights Switch-on King Street
25.11.23	Bridlington Lions 60 th Charter Dinner Dance
01.12.23	Opening of Bridlington Tree Festival – Burlington St Johns
01.12.23	Goole Town Council Lights Switch on

03.12.23 Old Town Lights switch-on
 09.12.23 Hornsea Town Council Carol Service – United Reform Church

Total of 6 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

19.11.23 Christmas Lights Switch-on King Street
 09.12.23 Christmas Fayre – Aalia House

Total of 2 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

16.11.23 Sewerby Village Resident's Association – Cllr Heslop-Mullens
 16.11.23 Bridlington School Foundation Trustees – Cllr Heslop-Mullens
 19.11.23 Christmas Lights Switch-on King Street – Cllrs Heslop- Mullens, Marsburg, M Milns, T Milns, Pollard, Angie Walker, Andy Walker
 23.11.23 Town and Parish Council Event – Cllrs Heslop -Mullens, Verda
 29.11.23 Councillor Surgery – Cllr Pollard
 29.11.23 Sewerby Village Residents Association – Cllr Heslop-Mullens

Total of 6 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

For Information ONLY

Staff:

19.11.23 Christmas Lights Switch-on King Street – Mrs Paula King, Mrs Ericka Kelly
 23.11.23 Town and Parish Council Event – Mrs Ericka Kelly & Mrs Victoria Exon
 29.11.23 Introduction to CILLCA Webinar – Mrs Ericka Kelly
 01.12.23 New website training – Mrs Ericka Kelly, Mrs Victoria Exon

Total of 4 Events attended by Staff

181.23 The minutes of the Full Council meeting held on 15.11.23 as a true record:

Resolved: *the minutes of the full council meeting held on 15.11.23 were received as a true record.*

182.23 The minutes of the Planning Committee held on 04.12.23:

Resolved: *the minutes of the Planning Committee held on 04.12.23 are approved.*

183.23 The minutes of the Finance & General Purposes Committee held on 05.12.23:

Resolved: *the minutes of the Finance & General Purposes Committee held on 05.12.23 are approved.*

184.23 The interim Audit from the RFO for the six month ending 30th September:

Resolved: *the details of the Interim (Half Year) Audit report undertaken by Sancton Accountants and Bookkeepers was received by the council and it was noted that there are no matters arising.*

185.23 The White Ribbon Report provided by Cllr Heslop -Mullens:

Resolved: *the council resolved to become an official supporter of the White Ribbon Campaign.*

186.23 The referred item from the finance meeting regarding the Skatepark container:

Resolved: *the council requested that the RFO continue to try to obtain a definitive answer on the potential funding for a new container. The RFO is also asked to obtain quotes for a new*

container and also to obtain quotes for the filling in of the pit should funding not be available and the council decide not to replace the container.

187.23 The Armed Forces Day, and how this is supported in the future:

Resolved: *after discussion it was agreed that there were sufficient military organisations in Bridlington for the administration of this event to no longer be a Town Council responsibility. The Council agreed to give the Armed Forces Day Committee a donation of £500 for the year 2024/25 and to invite them to apply for future funding through the Small Grant Application should they wish to do so.*

188.23 The Verbal report on Bridlington Vision from Cllr Verda and/or Andy Walker:

Resolved: *to allow Cllr Andy Walker to attend further meetings and report back to the January meeting*

189.23 The verbal report on a Neighbourhood plan from Cllr Verda:

Resolved: *to proceed with the initial steps of the Neighbourhood Plan.*

190.23 The request regarding Parking payments made by Cllr Angie Walker:

Resolved: *for the RFO & Clerk to make an amendment to the Financial Regulations to allow those Councillors who want to, claim parking charges back through expenses.*

191.23 The updates required to the Emergency Plan to be sent to ERYC:

Resolved: *to approve with amendments discussed*

192.23 The funding availability from Clear hold Build/ The PCC (Cllr Andy Walker):

Resolved: *For ideas where the funding can be used to be passed to the Clerk or Cllr Andy Walker.*

193.23 The Skatepark Coordinators Monthly Report – November 2023:

Resolved: *The Town Council conveyed thanks to the Skatepark Coordinator*

194.23 To receive items of correspondence: *All items are noted unless otherwise stated.*

a) 10.11.23 ERYC Local Transport Plan's Cycling and Walking Infrastructure Plan

Resolved: *to respond with comment/recommendation in the following areas*

- *a Zebra Crossing placed before the access to Hilderthorpe Primary School crossing over Kingsgate.*
- *consideration to the continuation of the Headland Walk linking it up to the Cleaveland Way.*
- *Appendix A shows a footway in orange running from South Beach through Georgian Way Estate as a Secondary Route – it was asked if this could be reinstated as a bridge over the rail line*
- *The proposed staggered Zebra Crossing for Scarborough Road Roundabout, states a Survey is to be done – Could this survey be defined and can local people be asked?*

b) 16.11.23 ERYC Temporary Road Closure – Sewerby Road

c) 27.11.23 4 Marshall Avenue resolution regarding the item on the flat roof

Resolved: *for the RFO to chase a response to the email dated 27.11.23 with a deadline of 22.12.23*

d) 10.11.23 ERYC Flooding information and Risk Management

e) 10.11.23 ERYC Community Governance Reviews

- f) 13.11.23 ERYC update on Ambulance Bay on Marshall Avenue
- g) 15.11.23 ERYC Feedback on Junctions Concerns
- h) 15.11.23 ERYC Temporary Road Closure – Part of Quay Road
- i) 16.11.23 ERYC Overview & Scrutiny confirmation
- j) 16.11.23 UK Shared Prosperity Fund information
- k) 17.11.23 ERYC Temporary Road Closure – High Street – Lantern Walk
- l) 20.11.23 ERYC Temporary Road Closure – Springfield Avenue
- m) 20.11.23 Update from David Reany ERYC regarding the Lighting
- n) 20.11.23 ERYC update and Link for East Yorkshire Local Nature Recovery strategy
- o) 22.11.23 ERYC Update on Changing Coast Drop in Events
- p) 04.12.23 ERYC Temporary Road Closure – Kent Square
- q) 05.12.23 ERYC Temporary Road Closure – Kingston Road and St James Road
- r) 05.12.23 ERYC Temporary Road Closure – Bempton Lane

195.23 Newsletters/Agendas & Minutes – attached unless otherwise stated: *All items were noted unless otherwise stated.*

- i. Bridlington Central Action Group minutes of meeting held on 14.11.23.
- ii. East Riding VCSE Network Minutes of meeting held on 29.11.23
- iii. Humberside Police Bridlington Update – November 2023

196.23 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 7/12/2023 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£14,871.64
Town Council	Deposit A/C	£410,748.54
Town Council	Petty Cash	£235.15

Accounts paid since: 08/11/2023

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	20-Nov	TEC Partnership	Refund for IOSH Training course	£430.00
CR	07-Dec	HSBC	Bank interest received to 6/12/23	£2,135.45

Cash Receipts:

Perry Cash	30-Nov	Petty Cash Receipts	November Petty Cash Receipts	£40.00
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Total Receipts £2,605.45

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 50	16-Nov	David Leeman	Remembrance Event Piper	£200.00
		David Boland	Website Maintenance November	£130.00
		Jonathan Oyston	Window cleaning 10/11/23	£22.00
		Mixerman Music	PA Hire - Remembrance Event	£199.00
		KITS Hull Ltd	Telephones November	£36.19
		First Choice Medical Services	First Aiders for Xmas Event	£300.00
		CandleLighters Trust	Mayors fundraising payment 22/23 - MHM	£2,375.81
DD	14-Nov	Octopus Energy	St Johns toilets Electric to Nov 2023	£141.17
VE DEB CRD	21-Nov	Post Office Ltd	Postage stamps 50x1st, 50x2nd	£100.00
DD	21-Nov	Eon Next	Office Electric	£255.50
DD	27-Nov	SSE Energy	Skatepark Electric **Please see note	£1,131.89
DR	28-Nov	HSBC	Bank Charges to 6/11/23	£13.00

Full Council Meeting

SO	29-Nov	K Wardle	Skatepark contracts November	£1,183.25
BACS 51	28-Nov	A Staveley	Bus Shelters Clean	£81.00
		Active Security Solutions	Security for Remembrance/ Xmas Events	£1,714.20
		ERYC	Job Adverts, Road Closure for Xmas	£407.00
		Business Stream	St Johns Toilets Water	£191.92
		CH Plaxton	Xmas Pomanders	£1,344.00
		Anthony Whitley	Half Year Internal Audit Fee	£475.00
BACS 52/53	30-Nov	Staff Costs	November Staff Costs	£5,303.91
Petty Cash	30-Nov	Petty Cash Exoenses	November Petty Cash Expenses	£15.55
BACS 54	05-Dec	Post Office Ltd	Website Maintenance December	£130.00
		ERYC	Rates, election invoices, Skatepark SLA	£14,032.20
		BKR Group	Balance of Autumn Newsletter	£453.60
		Blenheim Cleaning Services	Office Clean 27/11/23	£45.00
DD	01-Dec	Sage Global Services	Payroll Software December	£9.60
BACS 55	06-Dec	BT Business	Office Broadband	£118.76
			Total Payments	£30,409.55

Recommendation: The accounts are approved for payment

** The SSE payment for the Skatepark Electric is being challenged as the Actual meter readings bear no relation to their Estimates

Resolved: *the accounts were approved for payment*

197.23 To receive notice of items for inclusion on the next agenda for Wednesday: 17th January 2023

- Report on Bridlington Vision- Cllr Andy Walker

Signed:

Mayor of Bridlington

Date: