



**BRIDLINGTON TOWN COUNCIL (BTC)**  
**Minutes of the Full Council Meeting held on 20th March 2024**  
**in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm**

The meeting was held with Councillors John Arthur (Chairman), Rick Arrand, Liam Dealtry, Mike Heslop -Mullens, Cyril Marsburg, Thelma Milns, Malcolm Milns, Ray Pollard, Carlo Verda, Andy Walker & Angela Walker, a total of Eleven (11).

Two (2) Members of the Public were present at the meeting.

The Town Clerk recorded the minutes and the RFO & Admin assistant was in attendance.

**247.24** 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.

**248.24** To Receive Apologies for Absence:

**RESOLVED:** *Apologies were received from Cllr Tim Norman*

**249.24** 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:** *All ERYC Councillors declared a non-pecuniary interest on item 20 items A-H  
Cllr Andy Walker declared a non-pecuniary interest on item 18 due to being a trustee of Pride*

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

**RESOLVED:** *No Dispensations were required*

**250.24** *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):*

**RESOLVED:** *One member of the public spoke and gave the following report:  
A member of the Bridlington Central Action Group reported to the Town council that the meetings had been quiet for the past few months, and after asking Humberside Police for attendance at the meetings a PCSO (Len) last name unknown attended and gave some figure. He also spoke about some of the younger people and the difficulties with ASBO's, he stated that the PCSO's are working with other agencies. He noted that there are several planning applications ongoing and some that have been approved in the area recently approved at ERYC planning.  
The BCAG continue to support the Neighbourhood Watch.*

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

Civic Duties, Responsibilities & Training from 21st February 2024 – 19th March

Mayor & Mayoress:

- 23.02.24 Cadet of the Year Presentation
- 23.02.24 Victim Support Charity Event
- 09.03.24 Mayor of Bridlington's Civic Dinner
- 17.03.24 Chair of ERYC Civic Service

Total of 4 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

- 03.03.24 RNLI 200th Anniversary Celebration
- 04.03.24 Bridlington Tourism Association Annual General Meeting
- 09.03.24 Mayor of Bridlington's Civic Dinner

13.03.24 BCAG

Total of 4 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

23.02.24 Bridlington Health Inclusion – Cllr Angela Walker  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Cllr Angela Walker  
 06.03.24 Headlands Career event – Cllr Andy Walker  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Cllr Andy Walker  
 17.03.24 Chair of ERYC Civic Service – Cllr Andy Walker  
 05.03.24 Coastal Communities Focus Group for changing ER systems mapping – Cllr Carlo Verda  
 07.03.24 Headlands Career event – Cllr Carlo Verda  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Cllr Carlo Verda  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Cllr Cyril Marsburg  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Cllr Ray Pollard

Total of 10 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

20.02.24 Local Growth Team – Cllr Angela Walker

For Information ONLY

Staff:

21.02.24 Full council meeting – Nikki Vickers  
 06.03.24 CILCA webinar – Ericka Kelly  
 08.03.24 Meeting with Fiona Turner- Ericka Kelly & Victoria Exon  
 09.03.24 Mayor of Bridlington’s Civic Dinner – Mrs Ericka Kelly, Mrs Victoria Exon, Mrs Nicola Vickers, Mr John Rounding Mr Christopher Longden.

Total of 9 Events attended by Staff

**252.24**To approve the minutes of the Full Council meeting held on 21.02.24 as a true record:

**RESOLVED:** *the minutes of the Full Council meeting held on 21.02.24 were APPROVED as a true record*

**253.24**To receive the minutes of the Planning Committee meeting held on 04.03.24:

**RESOLVED:** *the minutes of the Planning Committee meeting held on 04.03.24 were APPROVED.*

**254.24**To receive the minutes of the Finance & General Purposes Committee meeting held on 05.03.24:

**RESOLVED:** *the minutes of the Finance & General Purposes Committee meeting held on 05.03.24 were APPROVED.*

**255.24**To receive the minutes of the Staffing Committee meeting held on 05.03.24:

**RESOLVED:** *the minutes of the Staffing Committee meeting held on 05.03.24 were APPROVED*

**256.24**To receive the minutes of the Environment Committee meeting held on 18.03.24:

**RESOLVED:** *the minutes of the Environment Committee meeting held on 18.03.24 were APPROVED*

**257.24**To Consider the Report following the Christmas Working Group and the Christmas Light Switch on 2024:

**RESOLVED:** *Following the Christmas Working Group meeting on 6<sup>th</sup> March 2024, a Proposal was APPROVED at Full Council, that the Town Council would run their own Light Switch On event this year on a Friday, this date is to be confirmed and is dependent upon LITE’s availability. The Town Clerk is to speak to relevant parties for their involvement and to inform the organisers of the Food Festival that we will not be joining an event on a Sunday.*

**258.24**To consider the Report on the Beacon and the D-Day 80:

**RESOLVED:** *NOT to place the Beacon at any location for the D-Day 80.*

**259.24**To Consider the Report for a Project Officer/ Development Officer:

**RESOLVED:** *A number of discussions were had about the various options including funding and secondment, It was **APPROVED** to implement Option 3 'for the Council to explore employing our own Project Officer on a more Permanent basis, paid directly from BTC, not taking into consideration any funding options.' The Town clerk should inform the Local Growth team that on this occasion we would not be looking at applying for their funding or secondment for the year 2023-2024 but would look for funding opportunities with their team when they next arise. Implementing The Project Officer Role will be put onto a staffing agenda for further consideration at the next Staffing subcommittee meeting.*

**260.24**To Consider and complete the new Councillor Surgery list for 2024-2025:

**RESOLVED:** *This was Approved that new dates would be continued for the year 2024-25 and the list was completed by the Cllrs*

**261.24**To Consider the Placement of the QR code in the office window and social media for a survey on 'The Cost-of-Living Crisis':

**RESOLVED:** *APPROVED that this could be displayed in the office window.*

**262.24**To Consider the Draft Newsletter for approval:

**RESOLVED:** Approved subject to minor amendments.

**263.24**To Consider the proposal to hold Skatepark Lessons – Cllr Norman:

**RESOLVED:** *Proposed that this was deferred to be brought back to another meeting, date to be decided.*

**264.24**To consider holding a stall at the 2024 Bridlington Pride event:

**RESOLVED:** *Approved to go ahead and have a stall again this year, Town Clerk will send through the booking form*

**265.25**To consider the Skatepark Coordinators Monthly Report – March 2024:

**RESOLVED:** this report was NOTED

**266.24**To receive items of correspondence:

**RESOLVED:** All Items are NOTED unless otherwise stated

- a) 06.03.24 - ERYC Forward Planning Team – Confirmation of Designation of Bridlington Neighbourhood Area
- b) 16.02.24 - ERYC Traffic Management – Removal of CPZ bay Flamborough Road
- c) 20.02.24 – ERYC TTRO Blenheim Road
- d) 21.02.24 – ERYC Update on proposed cycle parking works on Marton Road
- e) 22.02.24 – ERYC Carriage Way Improvement works – Kingston Crescent
- f) 28.02.24 – ERYC TTRO - St Aiden Road
- g) 04.03.24 – ERYC TTRO – Boynton Lane – full extent
- h) 12.03.24 – ERYC TTRO Part of Main Street Bessingby

**267.24**Newsletters/Agendas & Minutes – attached unless otherwise stated:

**RESOLVED:** *All Items are NOTED unless otherwise stated*

- i. Minutes of the BCAG meeting held on 13.02.24

- ii. Minutes of the VCSE Meeting Held 28.02.24
- iii. 29.02.24 – ERNLLCA Newsletter – full version emailed to Cllrs on 4.3.24
- iv. 14.02.24 – Humber and Wolds Rural Action – all Copies emailed to Cllrs through the month
- v. Humberside Pollice Parish/Town News – March 2024 Issue
- vi. Clerks and Councils direct Magazine - Copy available in the office

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

<b>Report to Council:</b>				
<b>Subject: Statement of Balances and Schedule of Accounts for Payment</b>				
The bank balances at 12th March 2024 stood at:				
<b>Account Name</b>			<b>Account type</b>	<b>Balance £</b>
Town Council			Business A/C	£15,000.00
Town Council			Deposit A/C	£335,595.79
Town Council			Petty Cash	£229.39
Accounts paid since: 13th February 2024				
<b>Bridlington Town Council:</b>				
<b>Receipts In:</b>				
<b>Cheque/BACS</b>	<b>Date</b>	<b>Payer</b>	<b>Description</b>	<b>Amount</b>
<b>Cash Receipts:</b>				
Petty Cash		Petty Cash Receipts	Petty Cash receipts - February	£80.00
			<b>Total Receipts</b>	<b>£80.00</b>
<b>Payments Out:</b>				
<b>Cheque/BACS</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BACS 71	16-Feb	Flex Elecs	Electric Circuit board upgrades and St Johns repairs	£1,478.52
		Jonathan Oyston	office windows cleaned 7/2/24	£22.00
		KITS Hull	office telephones February	£35.96
BACS 72	19-Feb	SSE Energy Solutions	Office Gas Bill 16/9/23 to 20/12/23	£257.21
DR	28-Feb	HSBC	Bank charges to 6/2/24	£8.85
SO	28-Feb	K Wardle	Skatepark contracts February	£1,183.25
BACS 73/74	29-Feb	Staff Costs	February Staff Costs	£7,228.91
Petty Cash	29-Feb	Petty Cash Expenses	February Petty Cash Expenses	£28.32
BACS 75	04-Mar	BT Business	Office internet	£122.55
		CEF - c/o J Rounding	Emergency alarm beacon for St Johns disabled toilet	£57.54
		Cllr J Arthur	Civic Engagment expenses	£258.09
		SLCC	Cicla Building your portfolio course for EK	£360.00
		Automatic Access	Auto door openers for office and hub	£9,387.55
DD	01-Mar	Sage	Payroll subscription	£9.60
DD	04-Mar	Octopus Energy	St Johns Electric - February	£38.52
DD	19-Mar	Eon Next	Office Electric - February	£239.97
BACS 76	07-Mar	D Boland	Website - March	£130.00
		Whiterose Florist	Civic Dinner Flowers	£135.00
		GW Shelters	Besssingy Gate bus shelter works	£5,699.35
BACS 77	12-Mar	GW Shelters	Scarborough Road Bus shelter works	£6,290.88
		Screwfix Direct	maintenance items for At Johns toilets	£131.46
		SSE Energy Solutions	Skatepark Electricity RFO calculations	£285.93
BACS 78	13-Mar	Shanrock Experience	Civic Dinner Entertainment	£550.00
		KITS Hull	Office telephones March	£35.96
			<b>Total Payments</b>	<b>£33,975.42</b>
<b>Recommendation:</b> The accounts are approved for payment				

**RESOLVED:** These were APPROVED for Payment

**268.24** To receive notice of items for inclusion on the next agenda for Wednesday 17th April 2024 at 7pm:

**Signed:**

**Mayor of Bridlington**

**Date:**