



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 19th June 2024
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

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

The Mayor's Cadet

Seven (7) Members of the Public were present at the meeting.

One (1) member of the Press was present.

The Town Clerk recorded the minutes, and the RFO was in attendance.

40.24/25 Mayors Welcome (with notification of Recording and Fire Disclaimer):

RESOLVED: *the Mayor welcomed everyone to the meeting and read out the Recording and Fire Disclaimer.*

41.24/25 To receive and accept apologies for absence:

RESOLVED: *Apologies for absence were received from Cllr Arthur.*

42.24/25 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 Cllrs noted an interest in item 17 and item 23 a-d and f-i*

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

RESOLVED: *No Dispensations were given*

43.24/25 Installation of the Mayor's Cadet 2024-2025:

RESOLVED: *The Mayor introduced Satsuki Moat from the Sea Cadets as his Cadet for the year 2024/25 and awarded her the Cadets Medal to wear on her uniform at the events she will accompany the Mayor at throughout the year.*

44.24/25 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: Two members of public spoke giving the following reports:

*Public 1 - Last month's meeting was a routine meeting, there had been no Police presence at the meeting to give any numbers or figures to the members of the meeting.
A member of the meeting who is on Neighbourhood Watch raised a question on how to summon help from the Mental Health team during out of hours. They had tried several avenues and found the Council 393939 number ineffective, they noted that Police no longer attend Mental health calls and fear that members of the public may have to step in to help more often, although they had wondered if it would be better to remain behind a closed door in future. I have found a possible alternative mental health team number, not the original complainant, though I don't yet know if it is still current.
Last night was the Neighbourhood Watch Steering group – it was noted that the complaints that were raised at this meeting were the same sort of complaints that have been raised going back several years.*

Public 2 - I am part of Neighbourhood Watch as a coordinator and Vice chair of an action group with the Police. The feedback from the meetings we have is positive towards the police, especially given the resources available to them. Some of the feedback is that people are not always reporting incidents to the police.

44.24/25 Brief from Humberside Police, (10 min brief, 5 min questions):

RESOLVED: *The Police did not attend the meeting.*

45.24/25 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

Civic Duties, Responsibilities & Training from 15th May 2024 – 19th June 2024

Mayor & Mayoress:

18.05.24 Gathering of the Masters

01.06.24 Buddies in Boats

04.06.24 Lord Lieutenant of ERY reception

06.06.24 D. Day Memorial 10.30am

06.06.24 D. Day Service 7pm

06.06.24 D. Day lighting of the beacon and international testament

11.06.24 E.R College Art and Fashion show

14.06.24 Headlands Gym Media Day

15.06.24 RNLI 200th Anniversary Celebration

17.06.24 Bridlington U3A Spring Showcase

Total of 9 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

31.05.24 Pockington Mayor Making

04.06.24 R.O.B.O.T

06.06.24 D. Day celebration New Pasture Lane Community Hub

Total of 3 Events attended by the Deputy Mayor & Deputy Consort

Other Councillors:

29.05.2024 VCSE – Cllr Tim Norman

06.06.24 D. Day anniversary - Cllrs Thelma Milns & Malcolm Milns

11.06.24 B.C.A.G Meeting – Cllr Tim Norman

19.06.24 Being a Good Employer Training – Cllrs Mike Heslop- Mullens, Thelma Milns & Tim Norman

Total of 3 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

For Information ONLY

Staff:

15.05.24 Mayor Making – Nicola Vickers

15.05.24 Full council Meeting – Nicola Vickers

22.05.24 Clerks Chat – Ericka Kelly

12.06.24 CILCA – Ericka Kelly

18.06.24 Finance Training – Ericka Kelly & Victoria Exon

19.06.24 Being a Good Employer Training – Ericka Kelly

Total of 6 Events attended by Staff

45.24/25 To approve the minutes of the Full Council meeting held on 15.05.24 (Mayor Making) as a true record:

RESOLVED: *To APPROVE the minutes of the Full Council meeting held on 15.05.24 (Mayor Making) as a true record*

46.24/25 To approve the minutes of the Full Council meeting held on 15.05.24 as a true record:

RESOLVED: *To APPROVE the minutes of the Full Council meeting held on 15.05.24 as a true record*

47.24/25 To receive the minutes of the Staffing Committee held on 22.05.24:

RESOLVED: To APPROVE the minutes of the Staffing Committee held on 22.05.24

48.24/25 To receive the minutes of the Newsletter Committee held on 28.05.24:

RESOLVED: To APPROVE the minutes of the Newsletter Committee held on 28.05.24

49.24/25 To receive the minutes of the Planning Committee held on 28.05.24:

RESOLVED: To APPROVE the minutes of the Planning Committee held on 28.05.24

50.24/25 To receive the minutes of the Finance & General Purposes Committee held on 04.06.24

RESOLVED: To APPROVE the minutes of the Finance & General Purposes Committee held on 04.06.24

51.24/25 To receive the minutes of the Planning Committee held on 10.06.24:

RESOLVED: To APPROVE the minutes of the Planning Committee held on 10.06.24:

52.24/25 To consider the information on the Regional Training Day – Talking Tables to be held at Drax Sports and Social Club – Attendees names required if you would like to go:

RESOLVED: To APPROVE the 4 people who have already put their names forward, no other names were put forward.

53.24/25 To consider the report to council from the RFO regarding ongoing issues from SSE:

RESOLVED: Following discussion amongst the Cllrs, and clarification regarding contact with the Ombudsman and OfGEM already taken place, it was agreed that ERNLLCA should be contacted to seek advice regarding contacting a Solicitor in this matter. It was agreed that in the first instance a cost for a 'Letter before action' should be sought. Cllr Verda did ask if the RFO was ok in dealing with all of this, the RFO expressed that she had no other option, Cllr Norman expressed that the Council would support the RFO and Clerk with what they need for this.

54.24/25 To consider the updated information regarding the revised positioning of the Zebra Crossing on South Cliff Road, agreement in principle is being sought:

RESOLVED: Following discussions about the location and usefulness of the revised Zebra Crossing it was proposed to AGREE in principle to the new location, the Town Clerk will reply to ERYC regarding this.

55.24/25 To consider the report and recommendations form Cllr M Milns, regarding the new road layout for Beck Hill:

RESOLVED: Following an explanation of the concerns regarding the road layout and junctions it was AGREED to ask the Town Cler to write to Highways at ERYC explaining the concerns with the entrance to the Car Park, if the Zebra Crossing can be moved by 90 degrees and inviting them to a meeting with council to discuss the matters.

56.24/25 To consider the report and recommendations from Cllr T Milns regarding the leftover Coronation Coins being given out to Nursery Schools in Bridlington:

RESOLVED: To APPROVE the coronation Coins can be offered to the Nursery Schools in Bridlington any remaining Coins the Current Mayor will be trying to sell in aid of his charity in Shopping Centres or supermarkets once permission form these locations have been sought.

57.24/25 To Consider the ERNLLCA Conference date 24th September (Tuesday) to be held at the Grange Hotel, Willerby – Attendee names required if anyone would like to go.

RESOLVED: To APPROVE all those who wish to attend to get numbers to the Town Clerk as soon as possible to allow booking, and to APPROVE that the office shall be closed that day to allow the Town clerk, RFO and Admin staff to all attend the event.

58.24/25 To Consider the report and recommendations following the newsletter working group meeting regarding the ongoing distribution of the newsletter, possibly using the Echo in the future:

RESOLVED: Cllr T Milns gave an update on the current situation to Council, and that Proposal 1 was their preferred option for the Newsletter Committee.

Cllrs asked that we gain clarity from the ECHO on the costings of Proposal 1 with regards to the yearly total and the ECHO additional costs, are we just paying the total yearly cost amount of £6480 plus VAT, also that clarity was gained regarding coverage of our news item being put onto the ECHO's Social Media sites, is this and additional cost too? This has been APPROVED in principle once clarification has been sought.

It was also APPROVED to Write to BKR following the previous Newsletter distribution conveying our disappointment.

59.24/25 To consider the Skatepark Coordinators Monthly Report – May 2023:

RESOLVED: The Skatepark Coordinators Report was NOTED

60.24/25 To receive items of correspondence:

RESOLVED: All items were noted unless otherwise stated

- a) 10.05.24 – ERYC Top Dressing on Short Lane (Retrospective):
- b) 13.05.24 – ERYC Briefing note for Carriageway repairs:
- c) 13.05.24 – ERYC – Update on Local plan – original emailed to all Cllrs
- d) 13.05.24 – ERYC- TTRO Jewison Lane Level Crossing:
- e) 17.05.24 – Ron Baily – information regarding Safety of Lithium batteries
RESOLVED: to send a letter of support from the Council regarding this matter
- f) 04.06.24 – TTRO – Queensgate Square:
- g) 05.06.24 – TTRO – Quay road Level Crossing:
- h) 05.06.24 – Project briefing Note – Bempton Lane Roundabout
- i) 12.06.24 – TTRO – Armed Forces Day Road Closure Notice

61.24/25 Newsletters/Agendas & Minutes – attached unless otherwise stated:

RESOLVED: All items were noted unless otherwise stated

- i. 24.04.24- East Riding VCSE Minutes (received end of May)
- ii. 30.05.24 – Humber & Wolds Rural Action – May Edition
- iii. 20.05.24 – Hull & Humber chamber of Commerce bulletin – copy emailed to Cllrs
- iv. 29.05.24 – East Riding VCSE Minutes
- v. 11.05.24 – CPRE Bulletin – all copies emailed to Cllrs through the month
- vi. May 2024 – East Riding Safeguarding Board May Newsletter
- vii. 14.05.24 – Bridlington Community Action Group Minutes
- viii. 04.06.24 – R.O.B.O.T Minutes
- ix. June 2024 – Yorkshire Coast Community rail Partnership – AGM
- x. June 2024 – Humberside Police – Parish and Town Release
- xi. 07.06.24 – ERNLLCA Newsletter – Emailed out to Cllrs

62.24/25 To receive a statement of balances and to approve the schedule of accounts for payment:

RESOLVED: To APPROVE balances and Schedule of payments

Report to Council:				
Subject:	Statement of Balances and Schedule of Accounts for Payment			
The bank balances at	13th June 2024			
Account Name		Account type		Balance £
Town Council		Business A/C		£18,221.54
Town Council		Deposit A/C		£456,324.77
Town Council		Petty Cash		£280.95
Accounts paid since:	12th May 2024			
Bridlington Town Council:				
Receipts In:				
Cheque/BACS	Date	Payer	Description	Amount
Transfer	20-May	Mayors Charity Account	Transfer fundraising total to enable cheque payments	£2,020.18
CR	07-Jun	HSBC	Gross interest to 6/6/24	£1,839.76
CR	24-May	ERYC	Spring Newsletter Advert	£80.00
CR	29-May	Community Vision	Year Four(2024/25) Community Hub Lease fee	£12,426.11
Cash Receipts:				
Petty Cash	31-May	Petty Cash Receipts	May petty cash receipts	£47.25
				Total Receipts
				£16,413.30
Payments Out:				
Cheque/BACS	Date	Payee	Description	Amount
BACS 13	13-May	ERNLLCA	Annual subscription and Procurement training	£3,174.00
		Jonathan Oyston	Office windows 8/5/24	£22.00
		Anthony Whitley	Year End Internal Audit fee	£550.00
		Screwfix Direct	Items for repairs and maintenance	£94.81
		SSE	Skatepark Electric self calculated charges to 30-4-24	£39.55
BACS 14	15-May	BKR Group	Spring Newsletter print and 50% distribution	£2,033.60
		Drax Energy Solutions	Festive Lighting Electric	£751.59
		Taylor Made UPVC	Windows and Door for phase three area	£3,058.00
VE Debit Card	14-May	Amazon	Spray paint for dog stencilling	£35.60
DD	29-May	Eon Next	Office Electricity April	£222.34
101788	20-May	The Hinge Centre	Mayor 2023/24 Fundraising payment	£1,010.09
101789	20-May	HEY Mind	Mayor 2023/24 Fundraising payment	£1,010.09
DD	21-May	Octopus Energy	St John's Electricity April	£66.67
VE Debit Card	21-May	ERYC	Small Lotteries licences renewal	£20.00
DR	28-May	HSBC	Bank charges to 6/5/24	£14.00
BACS 15	29-May	British Telecom	Office broadband	£130.14
		Business Stream	St Johns Toilets water bill	£174.89
SO	29-May	K Wardle	Skatepark contracts May	£1,183.25
VE Debit Card	31-May	Eventbrite	Training course fee for Clr Verda	£39.22
BACS 16/17/18	31-May	Staff Costs	May Staff Costs	£7,292.07
BACS 19	03-Jun	Bridlington Window Cleaning	Refund for Spring newsletter advert	£80.00
		ERYC	Refund for Spring newsletter advert	£80.00
		ERYC	Rates payment 3/10	£434.00
		Priory Church	Room hire and cleaning bind for Civic Service	£80.00
BACS 20	03-Jun	New Pasture Lane Community Centre	D Day 80 Grant	£250.00
		Aces Bridlington Club	D Day 80 Grant	£250.00
BACS 21	04-Jun	SSE	Skatepark Electric self calculated charges to 28-5-24	£92.18
VE Debit Card	05-Jun	HSD Online	Toilet rolls for st johns toilets	£47.99
DD	18-Jun	Eon Next	Office electricity May	£191.32
DD	01-Jun	Sage	Payroll software subscription	£9.60
DD	03-Jun	Octopus Energy	St Johns Electricity May	£60.62
VE Debit Card	11-Jun	Amazon Online Order	Shared Storage Drive for Office	£519.99
BACS 22	13-Jun	D Boland	Website June	£130.00
		Jon Oyston	Office windows cleaned	£22.00
		K Wardle	Padlocks for skate park skip	£13.00
		Open Tech East Yorkshire	Telephones June	£35.96
		Screwfix Direct	Hardward for repairs and maintenance	£20.23
Petty Cash	31-May	Petty Cash expenses	May petty cash expenses	£168.31
				Total Payments
				£23,407.11
Recommendation:	The accounts are approved for payment			

63.24/25 To receive notice of items for inclusion on the next agenda for Wednesday 17th July 2024:

Signed:

Mayor of Bridlington

Date: