



BRIDLINGTON TOWN COUNCIL (BTC)
Minutes of the Full Council Meeting held on 16th July 2025
in the Town Council Offices, 2A Marshall Avenue, Bridlington at 7pm

The meeting was held with Councillors Rick Arrand, Mike Heslop -Mullens, Thelma Milns, Tim Norman, Ray Pollard, Carlo Verda, Andy Walker & Angela Walker, a total of eight (8).

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

The Senior Administrator recorded the minutes.

78.25/26 Mayors Welcome:

Councillor Angela Walker welcomed everyone to the meeting and read out the disclaimer regarding recording of the meeting and action in the event of a fire.

79.25/26 To Receive Apologies for Absence:

RESOLVED: *Apologies for absence were received and accepted from Cllr John Arthur due to a prior theatre engagement, Cllr Liam Dealtry due to ill health, Cllr Cyril Marsburg due to ill health and Cllr Malcom Milns due to ill health.*

80.25/26 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 18 a-g as all are ERYC correspondence.*
Cllr Ray Pollard, Cllr Carlo Verda and Cllr Angela Walker declared a non-pecuniary interest in item 11 as members of the Regeneration of Bridlington Old Town Association

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

RESOLVED: *No Dispensations were required.*

81.25/26 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 and gave the following reports:*

Member one: in previous years they have been allocated a stall at the Old Town Vintage Festival as a fund-raising event however, this year they were not allocated a stall by the new organisers. Reports from social media suggests that they would not have done as well as in previous years and funds may have been in a similar position to 2023 - 2024 when they had to seek Council assistance. BCAG hopes to be allowed a stall at the Christmas Fayre.

For the past 3 years BCAG have stewarded Palace car park for Remembrance Day concern is that there will be up to 50 plus further vehicles seeking parking there due to the closure of the North Street carpark. It was noted that the carpark is only use to 10% of its capacity on a Sunday.

ERYC have not yet provided a permanent memorial, such as a plaque or tree for 11 years after the passing of a resident.

Member two: regarding the Neighbourhood Watch meeting on 14th of July 2025 and update was issued about the Facebook Page Bridlington Blues and Two's Neighbourhood Watch which had unamely comments and was affecting the work of the official Neighbourhood Watch Group – The National Neighbourhood Watch Association intervened and on Monday the 14th of July 2025 the page was shut down under Trademark infringement laws. ERYC had been posting on the page but have agree only to post on the official page.

Thanks were given to Bridlington Town Council for our offer to put a Neighbourhood Watch link on their website.

82.25/26 To receive the list of Civic Duties, Responsibilities and Training for the Town Council:

RESOLVED: *The Civic Duties for 18th June – 16th July 2025 were noted as follows:*

Civic Duties, Responsibilities & Training from 18th June – 16th July 2025

Mayor & Consort

21.06.25	Hull Welcome House Project
22.06.25	Lord Mayor of Hull and Admiral of the Humber's Civic Service
23.06.25	Bridlington u3a Open Day
24.06.25	MND Awareness Launch Event
25.06.25	Humber Primary Care PPG meeting
27.06.25	Pocklington Town Council Annual Mayor Making Event
28.06.25	Armed Forces Day Flag Raising
28.06.25	Pre Pride Event
03.07.25	Bridlington Health Forum Steering Group meeting
04.07.25	Reception with Friendship and Collaboration/Sewerby WI
05.07.25	Bridlington Pride Parade and Event
06.07.25	Bridlington Old Town Vintage Festival
08.07.25	Headlands School Celebration Evening
09.07.25	The Colonel of the Royal Yorkshire Regiment's Cocktail Party and Beating Retreat
11.07.25	Opening Ceremony for the Refurbished Bridlington Library
12.07.25	Bridlington Armed Forces Day

Total of 16 Events attended by the Mayor & Mayoress

Deputy Mayor & Deputy Mayoress:

19.06.25	Lord Lieutenant of the East Riding of Yorkshire Reception
24.06.25	Mallard Court High Tea
30.06.25	The Hinge Centre Cabin Opening

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

Other Councillors:

19.06.25	Foundation of Governors Bridlington School – Cllr Thelma Milns
27.06.25	Pocklington Town Council Annual Mayor Making Event – Cllr Rick Arrand
28.06.25	Armed Forces Day Flag Raising – Cllrs Rick Arrand, Liam Dealtry
05.07.25	Bridlington Pride event – Cllrs Mike Heslop-Mullens, John Arthur and Cllr Andy Walker
08.07.25	B.C.A.G meeting – Cllrs Rick Arrand

Total of 5 Events attended by Other Councillors

Omitted from Previous Minutes – to be added:

For Information ONLY

Staff:

09.07.25	CILCA webinar – Mrs Nicola Vickers
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Total of 1 Events attended by Staff

83.25/26 To approve the minutes of the Full Council meeting held on 18.06.25 as a true record:

RESOLVED: *To APPROVE the minutes of the Full council meeting held on 18.06.25*

84.25/26 To receive the minutes of the Newsletter Committee held on 25.06.25:

RESOLVED: *To APPROVE the minutes of the Newsletter committee meeting held on 25.06.25.*

85.25/26 To receive the minutes of the Environment Committee held on 30.06.25:

RESOLVED: *To APPROVE the minutes of the Environment committee meeting held on 30.06.25.*

86.25/26 To receive the minutes of the Planning Committee held on 30.06.25:

RESOLVED: *To APPROVE the minutes of the Planning committee meeting held on 30.06.25.*

87.25/26 To receive the minutes of the Staffing Committee held on 07.07.25:

RESOLVED: *To APPROVE the minutes of the Staffing committee meeting held on 01.07.25.*

88.25/26 To consider the retrospective approval of a letter of support for a Thriving High Street Grant from the Council to the Regeneration of Bridlington Old Town Association:

RESOLVED: *The council retrospectively APPROVED the letter of support for a Thriving High Street Grant for the Regeneration of Bridlington Old Town Association*

89.25/26 To review and adopt the new Financial Regulations:

RESOLVED: *The council APPROVED and adopt the new Financial Regulations.*

90.25/26 To consider the correspondence from Angela Langton regarding the Ice Trail Sponsorship Packages:

RESOLVED: *The council APPROVED the pledge of £450 for the Classic Ice Sculpture Sponsorship Package*

91.25/26 To consider the correspondence from ERNLLCA regarding flooding surveys:

RESOLVED: *The council resolved to ask ERNLLCA for further clarification as a meeting was previously requested but not yet arranged.*

92.25/26 To consider attendance at the Biodiversity, Grant and HR Conference 2025:

RESOLVED: *The council resolved that Cllr Mike Heslop-Mullens, Cllr Angela Walker, The Responsible Finance Officer and The Project Officer attend the Biodiversity, Grant and HR Conference on the 21.10.25.*

93.25/26 To consider the report by the Project Officer for lighting the outside of the building for important dates throughout the year:

RESOLVED: *The council resolved to proceed with the lighting of the outside of the building for important dates throughout the year and the clarification and promotion of this on the council's website and social media.*

94.25/26 To receive items of correspondence:

RESOLVED: *Items of correspondence were noted unless otherwise stated.*

- a) ERYC – Project Briefing Note – May 2025 – Footway Maintenance Works
- b) ERYC – TTRO – Sewerby Crescent
- c) ERYC – Proposed prohibition of movement – Beck Hill
- d) ERYC – TTRO – High Street and Gordon Road
- e) ERYC – TTRO – Sewerby Crescent
- f) ERYC – TTRO – Quay Road
- g) ERYC – Anti Social Behaviour issue 32, July 2025

95.25/26 Newsletters/Agendas & Minutes – attached unless otherwise stated:

RESOLVED: *All Newsletters/Agendas & Minutes were noted unless otherwise stated.*

- i. 13/05/25 – National Allotment Society Yorkshire Branch – Quarterly Meeting minutes
- ii. 00/06/25 – Yorkshire Coast Community Rail Partnership – June 2025 Newsletter
- iii. 10/06/25 – Bridlington Community Action Group - meeting minutes
- iv. 26/06/25 – Bridlington Ambassadors – meeting minutes
- v. 00/07/25 – Paris/ Town News Release – Bridlington Update July 2025

96.25/26 To receive a statement of balances and to approve the schedule of accounts for payment:

Report to Council:

JULY

20

Subject: Statement of Balances and Schedule of Accounts for Payment

The bank balances at 10th July 2025 stood at:

Account Name	Account type	Balance £
Town Council	Business A/C	£12,978.18
Town Council	Deposit A/C	£514,631.75
Town Council	Petty Cash	£245.87
Town Council	Allotments Petty Cash	£468.91

Accounts paid since: 12th June 2025

Bridlington Town Council:

**Receipts In:
Cheque/BACS
CR**

Date	Payer	Description	Amount
13-Jun	Community Vision	Year Five Rent	£12,695.00

Cash Receipts:

Allotment Petty Cash	30-Jun	Allotments Petty Cash Receipts	June Allotments Petty Cash receipts	£0.00
Petty Cash	30-Jun	Petty Cash Receipts	June Petty Cash Receipts	£0.00

Total Receipts £12,695.00

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DD	20-Jun	Eon	Office Electricity	£198.36
BACS 19	16-Jun	Bridlington Stationers	Copy paper	£59.31
		David Boland	Website June	£130.00
		Drax	Festive Lighting Data Collection fee - May	£27.74
		ERYC	Bessingby Gate Play Area Annual Lease fee	£189.00
		ERNLLCA	Councillor and Officer Training	£252.00
		Flex Elecs	St Johns Electrics Repair	£85.00
		Gartec Ltd	Replacement batteries for Hub Lift	£160.61
		Oyston Exterior Cleaning	Office Windows 9/6/25	£85.00
		Open Tech Yorkshire	Office Phones	£56.26
		Screwfix Direct	Spares and repairs - skatepark	£24.48
BACS 20	19-Jun	Business Stream	Allotments Water bill	£233.07
		Lite Ltd	Festive Lighting payment 1/3	£9,788.76
Bill payment	18-Jun	Bridlington Pride	Pride Event Stall Hire	£60.00
VE DEB CRD	20-Jun	Bradford City Council	Yorkshire Day Event Tickets	£110.00
BACS 21/22/23	30-Jun	Staff Costs	June Staffing Costs	£9,855.84
BACS 24	24-Jun	Business Stream	Marshall Avenue Water Bill	£52.65
		UK Web Solutions	Package upgrade (part year)	£3.92
BACS 25	24-Jun	Priory Church PCC	Civic Service - Priory rooms hire	£100.00
BACS 26	24-Jun	HMRC	PAYE & NIC Quarter 1	£5,841.15
BACS 27	26-Jun	Bob Stabler & Sons	skip for allotment clearance	£249.60
		ERYC	Office Rates payment 4/10	£434.00
		UK Web Solutions	Website hosting new package full year	£150.00
Bill payment	24-Jun	Reimburse staff for sundry items	Morrisons - Petrol for mower / strimmer	£8.37
Bill payment	24-Jun	Reimburse staff for sundry items	Aldi - toilet roll for St Johns	£4.58
Bill payment	24-Jun	Reimburse staff for sundry items	Boyes - cleaning products	£26.01
		Allotments Petty Cash		
Allotments Petty Cash	30-Jun	Expenditure	No allotments petty cash expenditure in June	£0.00
Petty Cash	30-Jun	Petty Cash Expenditure	Petty Cash Expenditure June	£8.79
DD	01-Jul	Sage Global Systems	Payroll subscription July	£14.40
BACS 28	07-Jul	David Boland	BTC Website July	£130.00

Full Council Meeting

		Drax Energy Solutions	Festive Lighting Data Collection fee	£27.74
		Bob Stabler & Sons	2nd skip for allotment clearance	£249.60
		Echo Media Group	July Edition	£672.00
		Prospect Photo Agency	Mayoral Portraits	£175.00
		SSE Energy Solutions	Office Gas Bill	£280.44
Bill payment	03-Jul	Reimburse staff for sundry items	set of keys for new team member	£73.71
		Reimburse staff for sundry items	Pride merch	£3.48
DD	07-Jul	Octopus Energy	St Johns Toilets Electric June	£45.94
DD	18-Jul	Eon	Office Electric Bill	£172.03
VE DEB CRD	28-May	Amazon	Merchandise for council events	£90.98
VE DEB CRD	07-Jun	Amazon	Plastic Carpet Protector for rear rooms	£39.98
VE DEB CRD	24-Jun	Amazon	Toilet rolls for St Johns toilets	£34.88
VE DEB CRD	25-Jun	Amazon	Merchandise for council events	£51.96
BACS 29	10-Jul	Jonathan Oyston	Office windows	£22.00
		Bridlington Stationers	Laminating pouches	£7.00
		Open Tech Yorkshire	Telephones June	£56.26
		Screwfix Direct	Spares and repairs - general	£211.31
		Pineapple Joes	Uniform for Handyman team	£91.20
Total Payments				<u>£30,644.41</u>

Recommendation: The accounts are approved for payment

RESOLVED: The statement of balances and schedule of accounts was approved.

97.25/26 To receive notice of items for inclusion on the next agenda for Wednesday 20th August 2025:

RESOLVED: No items were suggested at this time.

Section B:

In accordance with the power granted by the Public Bodies (Admission to Meetings) Act 1960, to resolve that the Public and Media be excluded from the meeting on the grounds that confidential matters will be discussed:

98.25/26 To consider the report from the Town Clerk regarding Community Vision's lease agreement:

RESOLVED: *The council resolved to request a 5-day opening business plan from Community Vision to include how long Barclays Bank intend to continue their current provision in the Community Hub. Also to request a template plan from the Project Officer for the Community Hub regarding how the council could staff and operate the Hub itself. The council resolved to move this item back to the Environment Committee.*

Signed:

Mayor of Bridlington

Date: