



**BRIDLINGTON TOWN COUNCIL**  
**Minutes of the Council Meeting**  
**held on 18<sup>th</sup> May 2011 in the**  
**Council Chamber, Bridlington Town Hall**

Present: Councillor's R Allerston, J Carder, L Chambers, M Charlesworth, L Dealtry, T Dixon, S Finlay, J Foster, C Marsburg, S Marsburg, D Metcalf & M Milns a total of twelve (12). There were nine (9) members of the public present and one (1) member of the press.  
Mrs Paula King, Interim Town Clerk took the minutes.

**Section A:**

**01.11 Election of Mayor of Bridlington for the Council Year 2011-2012:**

Councillor S Marsburg was proposed by Councillor Dealtry and was seconded by Councillor Metcalf.

**RESOLVED:** *Councillor Shaun Marsburg is elected Mayor & Chairman for the Council Year 2011-12.*

**02.11 Declaration of Acceptance by the Mayor of Bridlington:**

Councillor S Marburg read out his declaration of office and duly signed it before the nominated Proper Officer of the Council. Councillor Marsburg thanked his proposer and seconder and his Council colleagues for their support and for their confidence that he will carry forward the Town Council for the forthcoming year and wished to thank Councillor Shelagh Finlay for her exceptional Mayoral year in office.

**03.11 Mayor's announcement of Mayoress and Charity for the Council Year 2011-2012:**

Councillor S Marsburg announced that his wife, Mrs Jacqueline Marsburg, would be his Mayoress who had been very supportive in his Deputy year and that S.S.A.F.A Forces Help (Soldiers, Sailors, Airmen and Families Association) would also be his chosen charity along with the Katie Walker Cancer Trust and all fund raising will be shared equally between both charities.

**04.11 Outgoing Mayor's verbal report, departing speech and presentations:**

Councillor Finlay thanked all involved with making her Mayoral Year so special and conveyed thanks to all who supported her during her time in office. She has raised a total of £2,312.00 for SSAFA Forces Help her chosen charity for the year and she read out a passage from a letter to demonstrate how the Mayoral role can encourage increased tourism to Bridlington. Councillor Finlay presented the Council with a beautiful cut glass decanter to be made use of at future Civic Dinners. Councillor Finlay was presented with a Bridlington Town Council plaque and a Past Mayor's Medal by way of thanks for her year in office.

**05.11 Election of Deputy Mayor for the Council Year 2011-2012:**

Councillor C Marsburg was proposed by Councillor Chambers and was seconded by Councillor Charlesworth. Councillor Dealtry was proposed by Councillor Finlay and was seconded by Councillor Carder. On being put to the vote by a show of hands Cllr C Marburg polled a majority votes.

**RESOLVED:** *Councillor C Marsburg is elected Deputy Mayor for the Council Year 2011-2012.*

**06.11 Deputy Mayor's announcement of Deputy Mayoress for the Council Year 2011-2012:**

Councillor C Marburg announced that he would not nominate a Deputy Mayoress or Consort and would simply ask appropriate individuals to accompany him to civic events.

**07.11 Apologies for absence:**

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

**08.11 To adopt the Revised Bridlington Town Council Standing Orders:**

**RESOLVED:** *The Revised Standing Orders were adopted.*

**09.11 Adoption of Bridlington Town Council Financial Regulations:**

**RESOLVED:** *The Financial Regulations were adopted.*

**10.11 Appointment of internal auditor for the Council:**

**RESOLVED:** *Mr A Johnson is appointed as Internal Auditor for the Council.*

**11.11 Adoption of Bridlington Town Council Members' Allowance for Outside Travel Scheme:**

**RESOLVED:** *The Members' Allowance for outside Travel Scheme is adopted.*

**12.11 To approve the Terms of Reference for the following Committees and to nominate the Members to serve for the Council Year 2011-2012:**

**RESOLVED:** *The Terms of Reference for Committees were approved and the nominations to serve on the committees were as follows:*

**Committees****Membership**

Finance & General Purposes (7 Members (Q-4)):	Allerston, Chambers, Charlesworth, Finlay, C Marsburg, & S Marsburg
Planning & Environmental (7 Members (Q-3)):	Carder, Dixon, Foster, C Marsburg, S Marsburg, Metcalf, & Milns
Staffing (5 Members (Q-3)):	Allerston, Chambers, Charlesworth, Finlay, C Marsburg, & Milns
Staffing Executive (3 Members (Q-3))	Charlesworth, Finlay & C Marsburg
Newsletter (5 Members (Q-3)):	Charlesworth, Finlay, Foster, C Marsburg, S Marsburg, & Milns
Disciplinary & Grievance (3 Members (Q-3)):	Carder, Dealtry, & Dixon
Appeals (3 Members (Q-3)):	Foster, S Marsburg & Metcalf

Once the membership of the Newsletter Committee had been selected an extraordinary Newsletter Agenda was distributed in order to ensure that the Summer Edition of the Newsletter could be collated in time. Councillor Finlay then thanked Mrs King on behalf of the Council for the preparation of the new Council paperwork and all that it entailed.

**13.11 The election of members to represent the Council on the following outside bodies:****Name**

Core Steering Group	- Councillor T Dixon
Core Steering Group Deputy Rep	- Councillor S Marsburg
Town Improvement Forum	- Vacancy
Community Forum (minutes will be provided to office)	- Clerk/Admin Office
Learning Forum (minutes will be provided to office)	- Clerk/Admin Office
Town Team (minutes will be provided to office)	- Clerk/Admin Office
Bridlington Local Action Team	- All Members
Bridlington Chamber of Trade	- Mayor or nominated representative
Bridlington Crime Prevention Panel (& NPT)	- Councillors J Foster & J Carder
Bridlington in Bloom Committee	- Councillor J Foster
P.A.G.E.R	- Councillor J Carder
Bridlington Arts Festival Committee	- Councillor J Foster
Bridwatch Executive Committee	- Vacancy
East Yorkshire Citizens Advice Bureau	- Vacancy
Yorkshire Coast Community Rail Partnership	- Councillor J Carder

Sewerby Residents Association	- North Ward Members
Bridlington Old Town Revival Association	- Central & Old Town Ward Members
West Street SAAG	- South Ward Members
NHS Meetings	- Councillor M Milns
ERNLLCA Meetings	- Mayor
	- Deputy Mayor
	- Clerk to the Council
East Yorkshire Town Councils Network Meetings	- Mayor
	- Clerk to the Council
Board of Trustees – Foundation Scheme	- L Chambers
	- M Charlesworth
	- S Finlay
	- S Marsburg
	- Mr Keith Cambers
Emergency Planning-update Emergency Plan(3 places)	- Councillors L Chambers, L Dealtry & S Finlay
Annual Awards (Deferred in current format)(3 places)	- Councillors L Chambers, S Finlay & C Marsburg
Special Expenses and Scrutiny Committee (3 places)	- Councillors M Charlesworth, S Finlay & J Foster
Christmas Committee (5 places)	- Councillors M Charlesworth, S Finlay, J Foster, S Marsburg & D Metcalf

#### **14.11 To update the Council mandate:**

**RESOLVED:** *The Council mandate was updated and signed.*

#### **15.11 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 prejudicial interests):**

Mr Ashby Enquired why the update for the Bridlington War Memorial was included in Section B of the Council agenda. Councillor Finlay informed that the update was not the final report and that the Director of Services had specifically requested at this time for the information to be for Council only. The report would be published in due course.

Mr Felton Congratulated Councillor S Marburg on his election to Mayor and requested that he resolved the outstanding staffing situation. Mr Felton also informed that the Sewerby Cricket Club did not appear to be opening the public toilets as agreed to the timings that had been arranged and that the Council could be paying over the odds for a service that was not being fully provided. The Mayor assured Mr Felton that the Council would investigate immediately and report back.

#### **16.11 To receive Code of Conduct declarations of Personal and/or Prejudicial interest in items on the agenda the Nature of the Interest and Registration of Gifts:**

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

#### **17.11 Civic Duties for the period 21<sup>st</sup> April – 18<sup>th</sup> May 2011:**

Mayor:

22.04.11	Opening of the Annual Hockey Festival
08.05.11	MG Car Club Yorkshire – Car Sports run at Sewerby Hall
11.05.11	Visit and briefing to Reception Children at Martongate School
13.05.11	Lord Mayor of Hull Dinner for Civic Heads
15.05.11	90 <sup>th</sup> Anniversary of the Royal British Legion

**Total of 5 Civic Duties attended by Mayor**

Deputy:

08.05.11 Chairman's Civic Service

**Total of 1 Civic Duties attended by the Deputy Mayor**

**18.11 RESOLVED:** *The minutes of the Council meeting held on 20<sup>th</sup> April 2011 as a true record.*

**19.11 RESOLVED:** *The minutes of the Planning & Environmental Committee held on 27<sup>th</sup> April 2011.*

**20.11 RESOLVED:** *The minutes of the Newsletter Committee held on 28<sup>th</sup> April 2011.*

**21.11 RESOLVED:** *The minutes of the Planning & Environmental Committee held on 9<sup>th</sup> May 2011:*

**22.11** Update of Bridlington Town Council's Emergency Plan:

**RESOLVED:** *The Council will arrange a meeting of the Councillors on the Emergency Planning to update the Council's Emergency Plan and to respond to the correspondence from the ERYC regarding Emergency Planning.*

**23.11 Parking on verges**

Councillor Finlay and Chambers both briefed the Council with updated issues and information.

**RESOLVED:** *To write to the ERYC and share the information provided to Council regarding more issues and grass verged areas in the Bridlington area to request that the matter be addressed.*

**24.11 Ward Councillor Information Sheet:**

**RESOLVED:** *The updated information was amended, approved and noted.*

**25.11 Traffic Regulation Orders for On Street Parking Places and Revocations (Civil Enforcement) Order 2011:**

**RESOLVED:** *To contact the ERYC to convey support.*

**26.11 Eighth Avenue Petition Update:**

Councillor Charlesworth gave an update of the current situation regarding and provided the Council with a residents' petition from Eighth Avenue requesting action be taken to alleviate the informed dangerous situation.

**RESOLVED:** *To contact to ERYC Highways & Humberside Police and provide the previous history surrounding request that the dangerous situation on Eighth Avenue and to ask that the informed dangerous situation be alleviated by the installation of 20 mph restrictions and/or speed cameras.*

**27.11 Area Action Plan and Fair Leases Update regarding Restricted Covenant:**

Councillor Charlesworth gave an update of the current situation regarding. The situation is complex and large amounts of information are required before the matter can be properly concluded.

**RESOLVED:** *Councillor Charlesworth is to continue investigating the matter on behalf of the Council and report further developments to the Council in June.*

**28.11 The following items of Correspondence were commented upon or otherwise noted:**

a) 07.04.11 ERYC –Town & Parish Salt Bins.

**RESOLVED:** *To contact to convey that the Bridlington Town Council do not own any residential salt bins in Bridlington.*

- b) 28.04.11 ERYC – Temporary Order Notification for Matson Road, Bridlington.  
c) 19.04.11 Mr J Kennie – Access Road Issues to Ducky Dyke Allotment, Ripley Close.

**RESOLVED:** *To contact to Humberside Police, Highways, the Allotment Society and both affected residents to request a site meeting be convened as soon as possible to alleviate the dangerous situation.*

- d) 19.04.11 ERYC – Surface dressing 2011-2012 notification.  
e) 04.05.11 ERYC – letter of acknowledgement regarding BSCC parking spaces.  
f) 05.05.11 Hull & East Yorkshire Tourism – Update.  
g) 10.05.11 MG Car Club – Mr Norcliffe – Letter of thanks.  
h) 10.05.11 Yorkshire Water – Blue flag beaches in Yorkshire.

**RESOLVED:** *To contact Yorkshire Water to ask for specifics as to how the north beach failed to meet the new water clarity requirements and to ask how the south beach could attain a blue flag status.*

- i) 11.05.11 ERYC – Safe Communities six monthly report.  
j) 12.05.11 ERYC – Road closure information for various roads in Bridlington.  
k) 12.05.11 ERYC – Digital UK.

### 29.11 Newsletters & Minutes:

- i. Umbrella – Spring 2011
- ii. The Playing Field – Spring 2011
- iii. Local Action Teams (LATs) Notes of Meeting 8<sup>th</sup> April 2011
- iv. ERVAS Newsletter – April 2011
- v. Fieldwork – Spring 2011
- vi. Clerks and Councils Direct – May 2011
- vii. ER Parish News – May 2011
- viii. WSSAAG Agenda and Minutes from meeting 12<sup>th</sup> April
- ix. PAGER Newsletter – May & June

### 30.11 Statement of balances and to approve the schedule of accounts for payment:

The bank balances at 2011 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£234,504.42
Town Council		Petty Cash	£46.05

Accounts paid since: 20th April 2011

#### **Bridlington Town Council:**

#### **Receipts In:**

Receipt No:	Date	Payer	Description	Amount
31	20-Apr	Doggy Bag Sales	Doggy Bag Sales	£35.00
31	20-Apr	Spot On Cleaning	Newsletter advertising	£60.00
Bacs recpt	11-Apr	Hull and East Yorks CU	Newsletter advertising	£466.66
32	13-May	Doggy Bag Sales	Doggy Bag Sales	£20.00
32	13-May	Cllr Liam Dealtry	Past Mayor medal	£36.20
32	13-May	Cllr Liam Dealtry	Civic Dinner tickets	£40.00

CR	28-Apr	ERYC	1st Precept payment	£92,116.66
CR	15-Apr	HMRC	Vat repayment 4th qtr	£1,414.94
Total Receipts				<b>£94,189.46</b>

**Payments Out:**

<b>Cheque/BACS</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
BACS 05	20-Apr	Brid Stationers	Paper, envelopes, files	£108.35
		Coastal Colour Print	Spring 2011 Newsletter printing	£1,109.00
		ERYC	Dustbins Apr 2011-2012	£242.32
		Expanse Hotel	Civic Dinner	£2,101.85
		EYES	Period 29/3/11 to 11/4/11	£340.00
101329	18-Apr	Dawns Florists	Flowers for Civic Dinner	£104.00
		Alan Johnson		
101328	18-Apr	Accounting	Year End Internal Audit	£386.34
101330	18-Apr	ERNLLCA	Good Councillor Guides	£8.00
BACS 06	28-Apr	Staff Salaries	April salaries	£3,013.14
101331	27-Apr	ERNLLCA	Annual Membership	£2,147.89
BACS 07	04-May	ERYC	Skatepark Annual Inspection	£80.00
		EYES	Period 12/4/11 to 25/4/11	£398.50
		United Carlton	Copier/Scanner/ Printer supplies	£492.40
		Yorkshire Water	Office Water 4th Qtr	£22.37
		BKR Distribution	Spring Newsletter Distribution	£577.50
		ERYC	Civic Dinner - Entertainment	£336.00
		ERYC	St John's Rates pmt 2/10	£113.00
		ERYC	Office Rates pmt 2/10	£147.00
		ERYC	Skate Park Rates pmt 2/10	£260.00
BACS 08	09-May	ERYC Pension Fund	April Pensions	£1,026.53
		Intruder Alarm Services		
101332	28-Apr	Ltd	Annual Service	£59.00
BACS 09	13-May	EYES	Period 26/4/11 to 9/5/11	£409.00
		Misc Petty Cash	Telephone, cards, toilet rolls, travel	
Petty cash	30-Apr	Purchases	exp	£147.86
101333	12-May	Petty Cash	Chq to restore imprest	£183.95
DD	28-Apr	HSBC	Bank charges 7/3/11 - 6/4/11	£17.93
Total Payments				<b>£13,831.93</b>

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

**31.11 Items for inclusion on the next agenda Wednesday 15<sup>th</sup> June 2011:**

- i. To receive update regarding parking spaces request in Moorfield Car Park.
- ii. Information from Yorkshire Water regarding Blue Flag awards to beaches.
- iii. Transport Infrastructure issues with Bus Services 120 & 121
- iv. To receive updates on verges situation.
- v. To receive update on War Memorial Situation – Cllr Finlay.
- vi. To receive update information on the allotment access.
- vii. Burstall Hill estate entrance – Cllr Dixon.

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:

**32.11 ERYC regarding the Bridlington War Memorial:**

Councillor Finlay updated the Council regarding.

**Signed:**

**Mayor of Bridlington**

**Date:**