



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting
held on 16th May 2012 in the
Council Chamber, Bridlington Town Hall

Present: Councillor's R Allerston, J Carder, M Charlesworth, J Copsey, T Dixon, S Finlay, J Foster, C Marsburg, & M Milns a total of nine (9). There were eight (8) members of the public and one (1) member of the press present.
Mrs Paula King, Town Clerk took the minutes and Mrs Exon was in attendance.

01.12 Election of Mayor of Bridlington for the Council Year 2012-2013:

Councillor Charlesworth was proposed by Councillor Dixon and was seconded by Councillor Marsburg.

RESOLVED: *Councillor Michael Charlesworth is elected Mayor & Chairman for the Council Year.*

02.12 Declaration of Acceptance by the Mayor of Bridlington:

Councillor Charlesworth read out his declaration of office and duly signed it before the nominated Proper Officer of the Council. Councillor Charlesworth 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 hoped that he would be able to be as good as Councillor Marsburg had been in his Mayoral year in office.

03.12 Mayor's announcement of Mayoress and Charity for the Council Year 2012-2013:

Councillor Charlesworth announced that his granddaughter Miss Samantha Scarlett, would be his Mayoress and that the Salvation Army, Bridlington, would be his chosen charity.

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

Councillor Marsburg I was disappointed that our former Mayor and Councillor Shaun Marsburg resigned from the Council due to work commitments, but I was delighted to take on the role of Mayor of Bridlington in his place. I have had a wonderful year but that would not have been possible without the support of my deputy and fellow councillors. Being Mayor is akin to being a captain of a ship, but I could not sail a straight course without a navigator to plot my way. That navigator sits to my right, without Paula's guidance, help and encouragement; my journey would not have been such a smooth one. I must also extend my thanks to Victoria our Responsible Financial Officer who has carried out her duties with dedication and efficiency. Since its inception the Bridlington Town Council has gone from strength to strength particularly over the last four years. The demands put on the Town council and the Mayor goes to show how important the Town Council has become in serving the residents and our precept is one of the lowest in the whole of the East Riding of Yorkshire and is excellent value for money despite our critics who never wanted a Town Council in the first place. The highlights of my year as Mayor are many, to name but a few:

- My official Christmas card competition and the visit I made to Hilderthorpe School fully robed to award the winner. It was a wonderful experience and the expression on the children's faces was a joy to behold;
- the Bridopoly event held at the Promenades at Christmas was well received and a great success;
- the welcome to our French friends from Millau that Cllr Finlay and I attended along with the Town Crier.
- My civic service at the Priory and of course the Civic dinner at the Expanse Hotel, both were a great success I must say and the envy of all the other Town Councils in East Yorkshire. When we do something we do it well and credit must go to Paula for these.
- Finally the appointment of our Town Crier David Hinde, a quest I have pursued over many years.

Councillor Marsburg then presented the Council with a decorative wall clock. Councillor Marsburg received a print by a local artist of the Bridlington Harbour from the Council by way of thanks for his Mayoral Year.

Civic Duties for the period 18th April – 16th May 2012:

Mayor:

20.04.12	Parkinson Awareness Week in the Promenades shopping centre
20.04.12	Official hand over of the Gullen Family Flagpole in South Cliff gardens
20.04.12	Yorkshire Coast Radio Local Hero Awards at the Royal Hotel, Scarborough
22.04.12	Pocklington Civic Service
22.04.12	St Georges Day Parade with the Scouts of Bridlington and Service in the Priory Church
30.04.12	Rock Style Challenge for Senior Schools at the Bridlington Spa
01.05.12	Rock Style Challenge for Junior Schools part one at the Bridlington Spa
03.05.12	Community Street Audit of King Street with the Town Improvement Forum
04.05.12	Chairman's Farewell Civic Dinner at the Guildhall, Beverley
10.05.12	Installation ceremony of the Chairman of the ERYC at County Hall, Beverley
11.05.12	Hedon Civic Dinner

Total of 11 Civic Duties attended by the Mayor

Deputy Mayor:

20.04.12	Official hand over of the Gullen Family Flagpole in South Cliff gardens
20.04.12	Yorkshire Coast Radio Local Hero Awards at the Royal Hotel, Scarborough
27.04.12	Opening of the new Town Hall in Hornsea

Total of 3 Civic Duties attended by the Deputy Mayor

Town Crier:

11.04.12	Millau Reception at the Town Hall with the Mayor and Cllr Finlay
20.04.12	Parkinson's awareness week at the Promenades Shopping Centre

Total of 2 Civic Duties attended by the Town Crier

02.05.12 Rock Style Challenge Junior School Part two kindly attended by Mrs Exon in the absence of Councillors due to the Parish Meeting schedule clash

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

Councillor Foster was proposed by Councillor Allerston and was seconded by Councillor Carder. Councillor Dixon was proposed by Councillor Finlay and was seconded by Councillor Milns. On being put to the vote by a show of hands Cllr Dixon polled a majority votes.

RESOLVED: *Councillor Dixon is elected Deputy Mayor for the Council Year 2012-2013.*

06.12 Deputy Mayor's announcement of Deputy Mayoress for the Council Year 2012-2013:

Councillor Dixon announced that his wife Mrs Sheena Dixon and his sister Mrs Mary Pilgrim would share the role of Deputy Mayoress.

~ **There was a short photograph break at this point of the meeting** ~

07.12 Apologies for absence:

RESOLVED: *Apologies from Councillors Chambers, Dealtry & Metcalf were received and accepted.*

08.12 To adopt the Revised Bridlington Town Council Standing Orders:

RESOLVED: *The Revised Standing Orders were adopted.*

09.12 Adoption of Bridlington Town Council Financial Regulations:

RESOLVED: *The Financial Regulations were adopted.*

10.12 Appointment of internal auditor for the Council:

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

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

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

12.12 To consider the Council's Risk Assessment for 2012-2013:

RESOLVED: *The Risk Assessment was noted and the document will be signed and stamped in the office by the Mayor and Town Clerk on 17th May 2012.*

13.12 To approve the Terms of Reference for the following Committees and to nominate the Members to serve for the Council Year 2012-2013:

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

Committees

Finance & General Purposes:

Planning & Environmental:

Staffing:

Staffing Executive:

Newsletter:

Disciplinary & Grievance:

Appeals:

Membership

Allerston, Chambers, Charlesworth, Copsey, Dixon, Finlay & Marsburg.

Carder, Copsey, Dixon, Foster, Marsburg, Metcalf, & Milns.

Allerston, Chambers, Charlesworth, Finlay, Marsburg, & Milns.

Charlesworth, Finlay & Marsburg.

Charlesworth, Finlay, Foster, Marsburg, & Milns.

Carder, Dealtry, & Dixon.

Copsey, Foster, & Metcalf.

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

Core Steering Group

Core Steering Group Deputy Rep

Renaissance Partnership Group

Renaissance Partnership Group

Town Improvement Forum

Community Forum (minutes will be provided to office)

Town Team (minutes will be provided to office)

Community Partnership (Bridlington & Driffeld)

Bridlington Chamber of Trade

Bridlington Crime Prevention Panel (& NPT)

P.A.G.E.R

Bridlington Arts Festival Committee

Bridwatch Executive Committee

East Yorkshire Citizens Advice Bureau

Yorkshire Coast Community Rail Partnership

Sewerby Residents Association

Bridlington Old Town Revival Association

West Street SAAG

NHS Meetings

Bridlington Health Forum

ERNLLCA Meetings

East Yorkshire Town Councils Network Meetings

Board of Trustees – Foundation Scheme

- Councillor T Dixon

- Councillor J Copsey

- Councillor T Dixon

- Councillor J Copsey

- Councillor J Foster

- Councillor S Finlay

- Clerk/Admin Office

- Councillor S Finlay (Chairman)

- Mayor or nominated representative

- Councillors J Carder

- Councillor J Carder

- Councillor J Foster

- Councillor J Carder

- Councillor J Carder

- Councillor J Carder

- North Ward Members

- Central & Old Town Ward Members

- South Ward Members

- Councillor M Milns

- Councillor M Milns

- Mayor, Deputy Mayor & Town Clerk

- Mayor & Town Clerk

- Councillor L Chambers

- Councillor M Charlesworth

- Councillor L Dealtry

- Councillor S Finlay

- Mr Shaun Marsburg

- Mr Keith Chambers

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 & Marsburg
Special Expenses and Scrutiny Committee (3 places)	- Councillors M Charlesworth, S Finlay & J Foster
Christmas Committee (5 places)	- Councillors Copsey, S Finlay, J Foster, Marsburg & D Metcalf

15.12 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.*

16.12 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):

Councillor Chadwick: Wished to congratulate Councillor Charlesworth & Dixon on their appointments to the roles of Mayor and Deputy Mayor.

17.12 RESOLVED: *The minutes of the Council meeting held on 18.04.12 are received as a true record.*

18.12 RESOLVED: *The minutes of the Planning & Environmental Committee held on 23.04.12 are approved.*

19.12 RESOLVED: *The minutes of the Newsletter Committee held on 26.04.12 are approved.*

20.12 RESOLVED: *The minutes of the Planning & Environmental Committee held on 14.05.12 are approved:*

21.12 Members' Interest Forms – Councillors who wished to update their Members' Interest Forms did so.

22.12 Quarterly Inclusion from Humberside Police – Councillor Finlay briefed the Council of the benefits that could be derived from a regular update from the Inspector of Humberside Police and proposed to incorporate a quarterly inclusion to the Council meetings.

RESOLVED: *To invite the Inspector from Humberside Police on a quarterly basis to attend the Council meetings.*

23.12 Collation of a response to the consultation regarding an application for Marine Licences – A discussion ensued about the location and implementation of the proposals and the Mayor provided the Council with information from the Harbour Commissioners and their submission response.

RESOLVED: *To authorise and create a working group which has powers to respond on behalf of the Council to adhere to the consultation period deadlines. The nominated working group are Councillor's Charlesworth, Copsey, Finlay & Foster.*

24.12 Hawaiian Surfers in Bridlington:

RESOLVED: *To pass to the Finance & General Purposes Committee for consideration and costings.*

25.12 Bridlington in Bloom Working Group:

RESOLVED: *To pass to the Finance & General Purposes Committee for consideration and costings.*

26.12 Traffic Regulation Order for various roads (School Keep Clear) Order 2012:

RESOLVED: *To contact the East Riding of Yorkshire Council to convey support of the Traffic Regulation Order.*

27.12 Code of Conduct adopted by the Principle Authority:

RESOLVED: *The Council resolved to collate any observations the Bridlington Town Councillors had regarding the current format of the proposed code to enable Mrs Exon and Mrs King to*

have the matters addressed at the Code of Conduct Training event on 21.05.12 and to place the proposed changes on Full Council in June for a final resolution to be made.

28.12 Collation of a response to the ERYC Rural Strategy Consultation:

RESOLVED: *The Councillors to respond with individual submissions.*

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

- a) 19.04.12 ERYC – Walking and Cycling Map update 2012:

RESOLVED: *To contact the ERYC to request updates on the further implementation of all cycle routes in Bridlington and the linking of Bridlington to outlying areas.*

- b) 23.04.12 ERYC – Traveller Forum – Response of suspected reactions of local residents:

- c) 23.04.12 ERYC – Making your parish famous:

- d) 25.04.12 Bridlington Round Table – Retrospective plaque request:

RESOLVED: *The Council retrospectively approved the plaque request.*

- e) 26.04.12 BTC – The Council's Submission to the AAP Harbour Top Proposals:

- f) 26.04.12 ERYC – The NPPF and Neighbourhood Planning:

RESOLVED: *To ensure that when details of the seminar were received that members of the Council attended.*

- g) 27.04.12 ERYC – Surface Dressing 2012-2013:

- h) 27.04.12 ERYC – Temporary Road Closure for Bridge Street and Manor Street:

- i) 28.04.12 Sewerby Residents Association – Letter of thanks:

- j) 01.05.12 NHS Litigation Authority – Notification of appeal & BTC letter of response regarding:

RESOLVED: *To write to the Appeal Unit to convey that the Town Council has supported this application from the offset and considers that the refusal is not in the best interests of the community and the rationale behind the decision to refuse was questionable.*

- k) 04.05.12 Yorkshire Water – Improvements for Bridlington's Bathing Beaches – proposals:

RESOLVED: *To write to the Yorkshire Water to convey points that the Council considers should be noted including the chance of polluted water affecting the beaches of Bridlington undetected and to ensure appearance of the pumping station would be appropriate consider it's proximity to the Bridlington Spa.*

- l) 04.05.12 ERYC – Update regarding Open Level Crossing at Sewerby Bridlington:

RESOLVED: *To contact the Sewerby Residents Association with an update regarding.*

- m) 09.05.12 ERYC – Fields In Trust – QEII Sites:

- n) 12.05.12 Interim Report from Website Consultant:

- o) May 2012 – BTC Submission response for Town Centre Area Action Plan Inquiry:

30.12 Newsletters & Minutes:

- i. WSSAAG Minutes of Meeting held on 10.04.12 (distributed):

- ii. Bridlington Crime Prevention Panel Minutes of Meeting held on 12.04.12 (distributed):

- iii. Sewerby Residents Association Minutes of Meeting held on 24.04.12 (distributed):

- iv. Fieldwork – Spring 2012 (available on request):

- v. The Playing Field (available on request):

- vi. Hull & East Yorkshire Credit Union – April 2012 (distributed):

- vii. Town Improvement Forum Minutes of Meeting held on 01.05.12 (distributed):

- viii. East Riding Parish News – April 2012 (distributed):

- ix. Clerks Councils Direct Magazine (available on request):
- x. PAGER March and April Newsletter (distributed):
- xi. Recover Magazine – Winter 2011/2012 (available on request):
- xii. Bridlington Renaissance Partnership Board Minutes of Meeting held on 05.04.12 (distributed):
- xiii. ERNLLCA Newsletter May 2012 (distributed):
- xiv. East Riding Parish News – May 2012 (distributed):

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

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£133,109.61
Town Council	70985333	Deposit Bond A/C (Community Projects Reserve)	£100,000.00
Town Council		Petty Cash	£86.93

Accounts paid since: 18th April 2012

Bridlington Town Council:

Receipts In:

Receipt No:	Date	Payer	Description	Amount
CR		ERYC	1st Precept payment	£92,161.67
CR		HMRC	VAT 4th quarter repayment	£4,088.16
CR		Hull and East Yorks Credit Union	Newsletter 12 month advert	£466.66

Cash Receipts:

PC01		Clr J Copsey	Civic Dinner Ticket	£20.00
PC03		Doggy Bag Sales	Doggy Bag Sales	£10.00
PC05		Cl J Foster	Civic Dinner Ticket	£20.00

£96,766.49

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 01	02-Apr	ERYC	Gasworx Rates 1/10	£270.00
		ERYC	Office Rates 1/10	£153.00
		ERYC	St John's Rates 1/10	£117.00
BACS 02	11-Apr	Mr J Dawson Taylor	Website maintenance March 2012	£52.28
		Bridlington Stationers	Paper	£4.74
		Christ Church Action Team	Skate Park, Windows, Bus stops	£518.00
		ERYC	Dustbins emptying	£270.40
BACS 03	18-Apr	HM Revenue & Customs	PAYE & NIC qtr ended 31/3/12	£1,597.50
BACS 04	18-Apr	A Johnson Accounting Services	Year End Audit	£382.40
BACS 05	18-Apr	Bridlington Stationers	File Dividers	£0.77
		ERYC	Bessingby tree planting scheme	£3,600.00
		Prospect Photo Agency	Photographic prints	£34.00
		Intruder Alarms	Annual alarm service	£59.00
BACS 06	23-Apr	Expanse Hotel	Civic Dinner	£2,374.23
		Hi Fliers	Flags replacment and maintenance	£1,777.20
		Fish Pie and P.E.A.S	Small grants award	£350.00
		Bridlington Window Cleaning Ltd	Hanging basket watering	£157.50
BACS 07	24-Apr	ERNLLCA	Membership Renewal	£2,258.77
BACS 08/09	30-Apr	Staff Costs	Staff costs April 2012	£2,684.46
BACS 10	01-May	Christ Church Action Team	April maintenance and repairs	£475.10
		ERYC	Gasworx Rates 2/10	£270.00
		ERYC	Office Rates 2/10	£153.00
		ERYC	St John's Rates 2/10	£117.00
			Annual parish meeting	
		Johnston Publishing	advertisements	£417.12
		N Power	Festive Lighting electricity	£157.15
BACS 11	02-May	Four Seasons	Flowers - Civic dinner	£80.00
		Hull & East Yorkshire Credit Union	Refund of overpayment (Newsletter Advert)	£77.78
BACS 12	09-May	Bridlington Stationers	Paper, paper clips, files, ring binders	£85.35
		Bridlington Window Cleaning Ltd	Hanging basket watering	£259.00

				7
		Paul Regan Skateboarding	Skate Club coaching	£400.00
		Sewerby Cricket Club	1 month toilet facilities payment	£267.00
Petty Cash	30-Apr	Petty Cash	April petty cash expenses	£61.49
DR	28-Apr	HSBC	Bank charges to 6th April	£7.92
DR	16-May	N Power	St John's Electric 30/1/12 - 30/4/12	£70.57
				<u><u>£19,559.73</u></u>

RESOLVED: *The accounts are approved for payment.*

32.12 Items for inclusion on the next agenda Wednesday 20th June 2012:

- **Code of Conduct**
- **Diamond Jubilee Update**

Signed: *Michael Charlesworth*
Mayor of Bridlington

Date: 20th June 2012