



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 21st May 2014
in the Community Resource Centre, Victoria Road, Bridlington

Present: Councillor's R Allerston, J Carder, M Charlesworth, J Copsey, L Dealtry, T Dixon, S Finlay, J Foster, C Marsburg & M Milns, a total of ten (10). There were six (6) members of the public two (2) member of the press and one (1) photographer present.
Mrs Paula King, Town Clerk took the minutes.

01.14 Election of Mayor of Bridlington for the Council Year 2014-15:

Councillor Finlay was proposed by Councillor Dixon and was seconded by Councillor Dealtry.

RESOLVED: *With a unanimous show of hands Councillor Shelagh Finlay was elected Mayor & Chairman of Bridlington Town Council for the Council Year 2014-15.*

02.14 Declaration of Acceptance by the Mayor of Bridlington:

Councillor Finlay read out her declaration of office and duly signed it before the nominated Proper Officer of the Council. Councillor Finlay thanked everyone for their show of support and faith and declared that she would endeavour to do her best.

03.14 Mayor's announcement of Consort and Charity for the Council Year 2014-15:

Councillor Finlay announced that her husband Mr Mike Finlay would be her principle Consort and that she would call upon her fellow Councillors to attend civic functions with her should the need arise throughout the year. The RSPCA Bridlington Branch is her chosen charity.

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

Cllr Dixon thanked his fellow Councillors for the vote of confidence they showed by supporting him in his year in office. Councillor Dixon went on to share that he, his wife Sheena and his sister Mary had enjoyed their year in office very much indeed and that they considered their time in office a marvellous privilege. For his gift Councillor Dixon informed that he had arranged for a Mayors Cup to be presented to the Cricket Club to encourage an Annual Mayors tournament at the BSCC.

Councillor Dixon was presented with a Bridlington Town Council plaque and a Past Mayor's Medal by way of thanks and Councillor Finlay added congratulations on their most successful and very busy year in office.

Civic Appointments from 17th April – 21st May 2014:

Mayor & Mayoress:

- 18.04.14 Chish & Fips at 39 Bessingby Gate, West Hill, Bridlington
- 18.04.14 Bridlington Hockey Festival Opening at the BSCC, Dukes Park
- 19.04.14 Re-launch of Bondville Model Village, Sewerby
- 24.04.14 National Pensioners Campaign AGM at the Bridlington North Library
- 25.04.14 Yorkshire Coast Radio Local Hero Awards at Scarborough Rugby Club
- 27.04.14 St Georges Day Service at the Priory Church, Bridlington
- 29.04.14 Pocklington's Got Talent at the Pocklington Arts Centre
- 30.04.14 Chairman of East Riding of Yorkshire Council (ERYC) Farewell Civic Dinner at the Guidhall Parlour, Beverley
- 03.05.14 Snaith Charity Masquerade Ball at Snaith and Cowick Sports Hall
- 08.05.14 Chairman of ERYC Installation Ceremony at Council Chamber at County Hall, Beverley
- 11.05.14 Festival of St John of Beverley Service at Beverley Minster
- 15.05.14 Cheque Presentation to Headlands School Performing Arts Department
- 18.05.14 Bridlington Arts Festival Civic Service at Priory Church, Bridlington

Total of 13 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Consort

08.05.14 Chamber of Commerce Meeting at East Riding College
 16.05.14 Bridlington School French Exchange event at the Bridlington Spa

Total of 2 Civic Duties attended by the Deputy Mayor & ConsortTown Crier

03.04.14 Ely Town Crier Competition at Ely Cambridge
 16.05.14 Bridlington School French Exchange event at the Bridlington Spa
 17.05.14 East Riding Twinning Association at the Expanse Hotel, Bridlington

Total of 3 Civic Duties attended by the Town Crier**05.14 Election of Deputy Mayor for the Council Year 2014-15:**

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

RESOLVED: *Councillor John Copsey is elected Deputy Mayor for the Council Year 2014-15.*

06.14 Deputy Mayor's announcement of Deputy Mayoress for the Council Year 2014-15:

Councillor Copsey announced that his wife Mrs Jacqui Copsey and his sister Mrs Anne Carbutt would share the role of Deputy Mayoress for the Council Year 2014-2015.

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

07.14 Apologies for absence:

RESOLVED: *Apologies from Councillors Chambers were received and accepted.*

08.14 Adoption of Bridlington Town Council Standing Orders:

RESOLVED: *The Revised Standing Orders were adopted.*

09.14 Adoption of Bridlington Town Council Financial Regulations:

RESOLVED: *The Financial Regulations were adopted.*

10.14 Appointment of internal auditor for the Council:

RESOLVED: *Mr A Johnson is appointed as Internal Auditor for the Council. The clerk is instructed to contact Mr Johnson to confirm the appointment.*

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

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

12.14 The Council's Risk Assessment for 2014-15:

RESOLVED: *The Risk Assessment was noted and the document was signed and stamped by the Mayor and Town Clerk.*

13.14 The Councils Aims and Objectives:

RESOLVED: *The adoption of the Councils Aims and Objectives was deferred until agenda item 22 had been received due to amendments that had been made at the last Finance & General Purposes Committee meeting.*

14.14 To approve the Terms of Reference for the following Committees and to nominate the Members to serve for the Council Committees for the Council Year 2014-15:

RESOLVED: *The Terms of Reference for Committees were approved and the nominations to serve on the committees were to currently remain the same, however, they would be revisited once a new Councillor had been elected on 26.06.14 and are as follows:*

<u>Committees</u>	<u>Membership</u>
Finance & General Purposes:	Allerston, Chambers, Charlesworth, Copsey, Dealtry, Dixon, Finlay & Marsburg.
Planning & Environmental:	Carder, Copsey, Dixon, Foster, Marsburg & Milns.
Staffing:	Allerston, Chambers, Charlesworth, Finlay, Marsburg, & Milns.
Staffing Executive:	Charlesworth, Finlay & Marsburg.
Newsletter:	Charlesworth, Finlay, Foster, Marsburg, & Milns.
Disciplinary & Grievance:	Carder, Dealtry, & Dixon.
Appeals:	Copsey & Foster.

15.14 The election of members to represent the Council on the following outside bodies:

Councillors amended their outside representations to outside bodies and responsibilities.

RESOLVED: *The outside bodies and responsibilities would also be revisited once a new Councillor had been elected on 26.06.14 and the current representations to outside bodies are:*

Renaissance Partnership Board (at least 2 Members)	Cllr's T Dixon, J Copsey & M Milns
Town Improvement Forum	Cllr J Foster & J Copsey
Community Forum	-
Town Team	Cllr J Copsey
Community Partnership (Bridlington & Driffield)	-
Bridlington & Driffield Community (Local Links)	Cllr J Carder
Bridlington Chamber of Trade	Town Mayor
Bridlington Crime Prevention Panel (2 Members)	Cllr J Carder
Bridlington Arts Festival Committee	Cllr J Foster
Bridwatch Executive Committee	Cllr J Carder
P.A.G.E.R.	Cllr J Carder
East Yorkshire Citizens Advice Bureau	Cllr J Carder
Yorkshire Coast Community Rail Partnership	Cllr J Carder
Sewerby Residents Association	North Ward Members
Bridlington Old Town Revival Association	Central and Old Town Ward Members
West Street SAAG	South Ward Members
Bridlington Central Action Group	South Ward Members
NHS Meetings	Cllr M Milns
Bridlington Health Forum	Cllr M Milns
Priory 900	Cllr J Foster
Bridlington Market Trader Meetings	Cllr M Milns
ERNLLCA Meetings	Town Mayor, Deputy Mayor & Clerk
East Yorkshire Town Councils Network Meetings	Town Mayor & Town Clerk
Board of Trustees – Foundation Scheme	Cllr L Chambers, Cllr M Charlesworth, Cllr S Finlay & Cllr Copsey
Emergency Planning	Cllrs L Chambers, L Dealtry & S Finlay
Annual Awards (deferred in current format)	Cllrs L Chambers, S Finlay & C Marsburg
Special Expenses and Scrutiny Committee	Cllrs M Charlesworth, S Finlay & J Foster
Christmas Committee	Cllr J Copsey, Cllr S Finlay, Cllr J Foster, Cllr C Marsburg
Bridlington in Bloom Working Group	Cllr J Copsey, Cllr T Dixon, Cllr S Finlay, Cllr J Foster & Cllr C Marsburg

Armed Forces Working Group	Cllr Dealtry, Cllr Finlay, Cllr Foster, Cllr Marsburg & Cllr Milns
Yorkshire Day Working Group	Cllr Dealtry, Cllr Dixon, Cllr Foster & Cllr Finlay if required
Community Assets Working Group	Cllrs Copsey, Finlay, Foster & Milns

16.14 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: *There were none.*

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

RESOLVED: *There were none.*

17.14 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes):

Mr Westwood Enquired as to why the Council felt the need to trigger a bi-election and what the costs involved would be. The Mayor explained that the Council had gone to great lengths to unofficially discourage the members of Bridlington Town Council to have a bi-election. The election is going ahead simply because 10 or more of the electorate of Bridlington contacted the ERYC to convey that they wished to see an election be undertaken for the vacant position. The costs are estimated to be in the region of £5,000.

18.14 RESOLVED: *The minutes of the Council meeting held on 16.04.14 are received as a true record.*

19.14 RESOLVED: *The minutes of the Newsletter Committee held on 24.04.14 are approved.*

20.14 RESOLVED: *The minutes of the Planning & Environmental Committee held on 06.05.14 are approved.*

21.14 RESOLVED: *The minutes of the Finance & General Purposes Committee held on 14.05.14 are approved and subsequently the Councils revised Aims and Objectives are adopted.*

22.14 Internal audit of Bridlington Town Council's accounts for the year ended 31st March 2014:

RESOLVED: *The internal audit is noted. The Council resolved to convey thanks to Mrs Victoria Exon the Responsible Financial Officer.*

23.14 End of year accounts for the year ended 31st March 2014:

RESOLVED: *The Council received the end of year accounts and the Annual Return was signed in preparation for posting immediately to the designated External Auditor. Thanks again to be conveyed to Mrs Exon.*

24.14 To consider moving all meetings of the council to day time meetings – Cllr Dealtry:

Councillor Dealtry explained to the Council about members of the public approaching him to ask if the Council could change the meetings to daytime ones as they would be more inclined to attend as they would feel safer during the day and that it would also benefit the staff who would also not have to attend meetings out of normal office hours. Councillor Dixon shared that he considered that Full Council meetings in the evenings would actually be able to ensure that the working residents of Bridlington had a chance to attend but agreed that Finance & General Purposes Committee could potentially be moved to daytime meetings. There was much discussion regarding.

RESOLVED: *When put to the vote the Council resolved to move the Finance & General Purposes Committee meetings to day time meetings. The day chosen was to be either a Tuesday or*

a Wednesday at 1pm. When put to the vote the Council resolved that the Full Council meetings would remain as they were but the matter would be revised in six months' time.

25.14 To consider the Skatepark Coordinators Report – April 2014:

RESOLVED: *The report was noted with thanks. The Council resolved to convey a vote of thanks to the Skatepark Coordinator.*

26.14 To receive an Armed Forces Day update – Cllr Dealtry:

Councillor Dealtry updated the meeting with the event and confirmed that pretty much everything regarding the day was in hand including RAF Search & Rescue and the Army's Parachute Regiment were scheduled to drop in on the day. Councillor Milns enquired if the Vulcan that is programmed to visit Scarborough could be diverted past Bridlington. Councillor Dealtry informed that the request for the Vulcan and the Battle of Britain aircraft had already been made and unfortunately that it was not possible given the timescales.

RESOLVED: *The update and poster were noted with thanks.*

27.14 To receive a report from the Bridlington in Bloom Working Group:

RESOLVED: *The report was noted and the recommendations were approved with a majority vote to authorise the expenditure to purchase a plaque for the 2014 winner of the Business in Bloom award. The Newsletter Committee would investigate the resident's feelings regarding a private garden competition.*

28.14 To review the Register of Members' Interest Form (update & return if required):

RESOLVED: *The Councillors resolved to provide updated forms if necessary.*

29.14 To consider the request about CCTV for two areas in Bridlington – Cllr Dealtry:

Councillor Dealtry explained that he had been in discussion with the Police regarding their inquiries into the placement of two cameras in pertinent places in Bridlington to assist with crime prevention.

RESOLVED: *With a majority vote the Council resolved to pass the enquiry to the Finance and General Purposes Committee to investigate the matter further.*

30.14 Town Hall Clock – Cllr Dixon:

Councillor Dixon explained to the meeting that the ERYC had previously informed the Town Council that as soon as finances became available the Town Hall clock would be fixed.

RESOLVED: *To contact the ERYC to request an update with the Town Hall clock repairs and to enquire why it remains broken when assurances were given that as soon as the new financial year commenced this matter would be addressed immediately.*

31.14 Enticement of New Councillors and Monthly allowance consideration for specific expenditure – Cllr Dealtry:

Councillor Dealtry considered that the Town Council really needs to consider its recruitment campaign for the elections next year. A discussion took place which included the many aspects of recruiting new members and the aspects that would be affected if councillors were in receipt of any form of allowance including Remuneration at the ERYC, HMRC implications, potential payroll issues, public perception of "up front" allowances and expenses form submissions with receipts for specified items.

RESOLVED: *To pass the enquiry to the Finance and General Purposes Committee to investigate the matter further.*

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

- a) 10.04.14 Driffield School – Letter of thanks for Twilight bus grant:
- b) 10.04.14 ERYC – Temporary suspension of parking bays – North Marine Drive & Sands Lane:
- c) 10.04.14 Mr & Mrs Thompson – Civic Engagement 05.04.14:

RESOLVED: *To contact Mr & Mrs Thompson to thank them for their correspondence and to convey that the Council were sorry that they had been offended. The Council were disappointed at their reaction with the council's civic involvement in the official opening of the new business in Bridlington. To advise Mr & Mrs Thompson that the Council were not responsible for how the event was undertaken but could understand their concerns with an apparent lack of sympathy to the current similar businesses in that vicinity. To assure Mr & Mrs Thompson that the Town Council supports every business in the Town and will continue to do so.*

- d) 16.04.14 Pinkney Grunwells Lawyers LLP – Final Charging Order safe keeping/retention & ERNLLCA Response from enquiry. The Clerk informed that due to ERNLLCA's recommendations the RFO has written to Begbies Trainer (Administrators) and provided them with a copy of the charging order.
- e) 17.04.14 Department for Communities & Local Government – Response regarding Council Tax:

RESOLVED: *The Council resolved to forward the letter to the ERYC to request they do as the Department for Communities and Local Government suggests and justify to local council tax payers why they have taken the decision not to pass down the funding allocated to them.*

- f) 17.04.14 ERYC – Bessingby Gate Play Area – Lease:
- g) 17.04.14 ERYC – Flood Repair and Renewal Grant Scheme:
- h) 17.04.14 NHS England – Notification of copies of representations for 29 Bessingby Gate, Bridlington:
- i) 22.04.14 Proposed works - 20mph Zone at North Marine Drive:
- j) 23.04.14 ERYC – Temporary emergency road closure – Part of High Street, Bridlington:
- k) 24.04.14 ERYC – Six Month Statistics – Bridlington:
- l) 29.04.14 ERYC – Highway improvement works - St Augustine's Grove & St Aiden's Road, Bridlington:
- m) 30.04.14 ERYC – Vehicle Issues at Bridlington Cemetery. The contents of the response were noted. Councillor Milns reported that he had been contacted about recent alleged damage at the cemetery. Mrs King informed that this alleged damage had been reported to the ERYC and that a response had been immediately forthcoming and the matter was now considered to have been dealt with.
- n) 01.05.14 Mr Mooney – Horse tough move request and memorial at the Priory Church:
- o) 01.05.14 Yorkshire Water – Bathing water improvement works up and running. A discussion took place about Bridlington beaches not being awarded Blue Flags this year and the continuing Yorkshire Water works in Bridlington.

RESOLVED: *The Council resolved to contact Yorkshire Water to enquire when they considered the water works currently underway in Bridlington would have an impact on the water quality in Bridlington and produce beach water worthy of two blue flag awards.*

- p) 02.05.14 Sir Greg Knight – Car parking charges in Bridlington – response & BTC letter:
- q) 06.05.14 ERYC – Temporary rolling road closure – Armed Forces Day:
- r) 07.05.14 ERYC – Temporary road closure – Bridlington Old Town Summer Festival – 29.06.14:
- s) 09.05.14 Humber & Wolds Rural Community Council – Volunteering Opportunity:
- t) 09.05.14 Angela Roberts – Thanks and photos:
- u) 13.05.14 ERYC – Temporary emergency road closure – Part of St Hilda Street, Bridlington:
- v) 14.05.14 ERYC – Election Notice & Nomination Forms and to consider Polling Cards & advertising costs. The Council discussed the estimated costs involved with the purchase of election cards and advertising in the local media. The Mayor consulted the local media representatives at the meeting to enquire if they intended to give media coverage of the local candidates who are standing for election. Both media representatives confirmed that they would be covering the election as newsworthy items.

RESOLVED: *With a majority vote the Council resolved to contact the Electoral Office to convey that the Town Council did not wish to purchase election voting cards for the forthcoming election*

on 26.06.14. The Council also resolved not to purchase advertising.

33.14 Newsletters & Minutes:

- i. Bridlington Arts Festival minutes of meeting from 01.04.14:
- ii. WSSAAG Minutes of meeting from 01.04.14:
- iii. Bridlington Central Action Group minutes of meeting from 08.04.14:
- iv. Bridlington Old Town Association meeting notes of 14.04.14:
- v. East Yorkshire Town Councils Network minutes of meeting from 16.04.14:
- vi. Bridlington & Driffield Area Community Partnership notes of meeting from 29.04.14:
- vii. Bridlington & Driffield Local Links Forum notes of meeting from 08.05.14:
- viii. ERNLLCA Newsletter – April 2014:
- ix. East Riding Parish News – May 2014:

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

The bank balances at 14th May 2014 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£277,909.40
Town Council	70985333	Deposit Bond A/C	£0.00
Town Council		Petty Cash	£95.53

Accounts paid since: 10th April 2014

Bridlington Town Council:

Receipts In: Cash Receipts	Date	Payer	Description	Amount
PC05	01-Apr	K Slattery	Civic Dinner Ticket	£20.00
PC06	01-Apr	G&K Holmes	Civic Dinner Ticket	£40.00
PC07	01-Apr	Cllr J Foster	Civic Dinner Ticket	£20.00
PC08	07-Apr	Cll L Chambers	Civic Dinner Ticket	£40.00
PC09	23-Apr	Doggy Bag Sales	Doggy Bag Sales	£50.00
PC10	30-Apr	Alderson House	Photocopying charges	£25.00
PC13	30-Apr	P King	1st Class stamps x 2	£1.24
PC14	30-Apr	Doggy Bag Sales	Doggy Bag Sales	£12.00
Cheque/BACS				
CR	06-May	HMRC	VAT repayment 4th Quarter	£6,225.13
1	29-Apr	I Ireland	Civic Dinner Tickets	£40.00
1		JM Padwick	Civic Dinner Tickets	£40.00
1		Cllr T Dixon	Civic Dinner Tickets	£120.00
CR	11-Apr	MK Illuminations	Reimbursement of ERYC Call out Fees	£612.53
CR	30-Apr	ERYC	1st Precept Payment	£91,474.33
Total Receipts				£98,720.23

Payments Out: Cheque/BACS	Date	Payee	Description	Amount
BACS 03	24-Apr	Aldby Field Nurseries	In Bloom - Spring Hanging Baskets	£1,340.00
		BKR Distribution	50% on Comp Newsletter Distribution	£306.25
		Bridlington Stationers	Ringbinders, File dividers	£16.92
		ERYC	Commercial Waste Annual Fee	£281.84
		Expanse Hotel	Civic Dinner	£2,517.15
		K Wardle	Skate Park - March Co-ordinator	£627.36
		K Wardle	Skate Park - March Maintenance	£356.25
BACS 04/05	30-Apr	Staff Costs	April Staff Costs	£2,921.87
BACS 06	07-May	ERYC	St Johns Toilets - rates pmt 2/10	£122.00
		ERYC	Office - rates pmt 2/10	£160.00
		J Dawson Taylor	Website - April	£52.28
		United Carlton	Photocopying charges	£493.88
		Yorkshire Water	Office - Water	£25.56

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101484	12-Apr	J Eldon	Civic Dinner - Entertainment	£100.00
101485	02-May	ERNLLCA	Annual Membership fee	£2,439.06
101486	02-May	Alan Johnson Accounting	Internal Audit fee	£397.40
101487	06-May	Headlands School	Civic Dinner - Entertainment	£150.00
101488	09-May	ERNLLCA	Meeting Procedure Training Course	£84.00
BACS 07	13-May	IB2K Ltd	Room Hire Full Council 16-4-14	£20.00
		Johnston Publishing	Parish Meeting Advert	£370.44
		K Wardle	Skate Park - April Co-ordinator	£365.96
		K Wardle	Skate Park - March Maintenance	£457.50
Petty Cash		Petty Cash	April Petty Cash Expenditure	£229.31
			Total Payments	<u>£13,835.03</u>

RESOLVED: *The accounts are approved for payment.*

35 .14 Items for inclusion on the next agenda Wednesday 18th June 2014:

- Election Update
- Armed Forces Update

Signed:

Mayor of Bridlington

Date: