



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 20th May 2015
in the Community Resource Centre, Victoria Road, Bridlington

Present: Councillor's Carder, Copsey, Croft, Dealtry, Finlay, Foster, Heslop-Mullens, Holmes, M Milns, T Miln & Morrison (11). There were nine (9) members of the public and one (1) photographer present. Mrs Paula King, Town Clerk took the minutes.

01.15 Election of Mayor of Bridlington for the Council Year 2015-16:

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

RESOLVED: *With a majority show of hands Councillor John Copsey was elected Mayor & Chairman of Bridlington Town Council for the Council Year 2015-16.*

02.15 Declaration of Acceptance by the Mayor of Bridlington:

Councillor Copsey read out the declaration of office and duly signed it before the nominated Proper Officer of the Council. Councillor Copsey thanked everyone for their show of support.

03.15 Mayor's announcement of Consort and Charity for the Council Year 2015-16:

Councillor Copsey announced that his wife Mrs Jacqui Copsey would be his principle Mayoress but that he would call upon his wife's sister, Mrs Annabelle Lea, to attend civic functions with him when required to do so. The Yorkshire Air Ambulance is his chosen charity.

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

Cllr Finlay thanked his fellow Councillors by supporting her in her year in office. Councillor Finlay then ready out her departing speech:

"My Mayoral year has been tinged with sadness as Bridlington Town Council said goodbye to Councillors Ray Allerston and Michael Charlesworth and former Councillor David Metcalfe who will be missed by all who knew them. I welcomed two new Councillors Glenn Holmes and Thelma Milns.

This year I have attended 120 civic events on behalf for Bridlington Town Council and each one has left a special memory. In particular the events to commemorate the Centenary of WW1 will forever be in my memory as the town showed that collectively "We Will Remember Them".

This year I chose RSPCA Bridlington Branch as the Mayor's Charity and I have had the pleasure of working with committed volunteers raising money for the Charity. Highlights of the year were the Pet Blessing Service and Pet Carol Service held at the Priory Church of St Mary and hosted by Reverend Matthew Pollard.

I was proud to represent the Town at the Tour de Yorkshire Inaugurate Cycle Race and the many build up events. Team Bridlington really show what can be done when we all pull together. The town looked amazing with colourful blue & yellow bunting, decorated bikes, a pebble beach bike and blue fish! We showcased our wonderful town to the world.

Another event that caused the town to pull together was the filming of the new Dads Army movie. Our beautiful Old Town was transformed into Walmington-on-Sea. Many residents took part in the film including our own Town Councillor Cyril Marburg who ably played the Mayor of Walmington-on-Sea. I had hoped to take that part myself but there were no female Mayors in the 1940s – how times have changed.

This year was the second time I have had the honour of being Mayor of Bridlington Town Council and I have been supported by my Consort Mike Finlay, my Deputy Mayor Councillor John Copsey, his Deputy Mayoress Jacqui Copsey, wonderful staff and fellow Town Councillors. It has been a good year".

Copsey

For her gift Councillor Finlay presented the Town Council with a framed Tour de Yorkshire picture.

Councillor Finlay was presented with a framed Tour de Yorkshire picture by way of thanks and Councillor Copsey added congratulations on a tremendous and very busy year in office.

Civic Appointments from 15th April – 20th May 2015:

Mayor & Mayoress:

20.04.15	ATC Squadron presentation and flight simulator at the ATC Centre
25.04.15	Memorial of 10 Bridlington Men Lost in WW1 at the Bridlington War Memorial
27.04.15	Judging of Pet Photo Competition at Nafferton RSPCA
29.04.15	Tour de Yorkshire Estuary TV Interview in Bridlington
30.04.15	Presentation of cheque for Mayors Charity from ER College students fundraising
30.04.15	Murray Hill Solicitors TDY Exercise Charity Bike Riding Event
01.05.15	Tour De Yorkshire Start Line VIP at Pembroke Gardens
15.05.15	Presentation of cheque to RSPCA in the Promenades Bridlington
17.05.15	Bridlington Arts Festival Civic Service at the Priory Church
18.05.15	White Rose Lodge 100th Birthday Celebrations

Total of 10 Civic Duties attended by the Mayor & Mayoress

Town Crier

01.05.15	Tour de Yorkshire Cry in Bempton for Look North
16.05.15	Grand Masters Opening Ceremony at the Bridlington Spa

Total of 2 Civic Duties attended by the Town Crier

Events Kindly Attended by Other People:

09.05.15	VE Day Gathering at the Bridlington War Memorial – Consort laying a wreath with Cllr T Milns
19.05.15	Chairman's Awards Presentation Dinner attended on behalf of the Town Council by the Town Clerk and her husband.

05.15 Election of Deputy Mayor for the Council Year 2015-16:

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

RESOLVED: *With a majority vote Councillor Liam Dealtry is elected Deputy Mayor for the Council Year 2015-16.*

06.15 Deputy Mayor's announcement of Deputy Mayoress for the Council Year 2015-16:

Councillor Dealtry announced that his wife Mrs Michelle Dealtry would be his Deputy Mayoress for the Council Year 2015-2016.

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

07.15 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillor Dixon.*

08.15 Adoption of Bridlington Town Council Standing Orders:

RESOLVED: *The Revised Standing Orders were adopted.*

09.15 Adoption of Bridlington Town Council Financial Regulations:

RESOLVED: *The Financial Regulations were adopted.*

10.15 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 and confirm the scope of audit.*

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

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

12.15 The Council's Risk Assessment for 2015-16:

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

13.15 The Councils Aims and Objectives:

RESOLVED: *The adoption of the Councils Aims and Objectives were adopted in their current format with a view to a regular review of them at the Finance & General Purposes Committee meetings.*

14.15 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 2015-16:

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

<u>Committees</u>	<u>Councillor Membership</u>
Finance & General Purposes	Copsey, Dealtry, Dixon, Finlay, Foster, Holmes & T Milns.
Planning & Environmental	Carder, Croft, Dixon, Heslop-Mullens, Holmes, M Milns, T Milns & Morrison.
Staffing	Carder, Dealtry, Finlay, Foster, M Milns.
Staffing Executive	Copsey, Finlay, M Milns.
Newsletter	Copsey, Dealtry, Finlay, Foster, M Milns, T Milns.
Disciplinary & Grievance	Carder, Dealtry, T Milns.
Appeals	Croft, Foster, Holmes.

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

Councillors selected their representations to outside Posts and Responsibilities.

RESOLVED: *The outside posts and responsibilities were nominated as follows:*

Renaissance Partnership Board	Cllr Dixon
Town Improvement Forum	Cllrs Foster & Holmes
Community Forum	Cllr T Milns
Town Team	Cllr Croft
Community Partnership (Bridlington & Driffield)	Cllr Heslop-Mullens
Bridlington & Driffield Community (Local Links)	Cllr Carder
Bridlington Chamber of Trade	Town Mayor
Bridlington Crime Prevention Panel (2 Members)	Cllrs Dealtry & Holmes
Bridlington Arts Festival Committee	Cllrs Foster & Holmes
Bridwatch Executive Committee	Cllr Dealtry
P.A.G.E.R.	Cllr T Milns
East Yorkshire Citizens Advice Bureau	Cllr Heslop-Mullens
Yorkshire Coast Community Rail Partnership	Cllr 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
Bridlington Health Forum	Cllr T Milns

Copsey

Bridlington Market Trader Meetings	Cllr M Milns
ERNLLCA Meetings	Town Mayor, Deputy Mayor & Clerk
East Yorkshire Town Councils Network Meetings	Town Mayor & Town Clerk
Emergency Planning (one from each ward)	Cllrs Dealtry, Finlay & Morrison
Honorary Citizen Award	Cllrs Copsey, Finlay, Foster, Heslop-Mullens, T Milns & Dixon
Special Expenses and Scrutiny Committee	Cllrs Dixon & Heslop-Mullens
Christmas Committee	Cllrs Croft, Finlay, Foster, Holmes, T Milns & Dixon
Bridlington in Bloom Working Group	Cllrs Copsey, Dixon, Finlay, Foster & Holmes
HMO Working Group	Cllrs Dixon, Heslop-Mullens, Holmes & Morrison

16.15 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.*

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

RESOLVED: *There were none.*

18.15 RESOLVED: *The minutes of the Council meeting held on 15.04.15 are received as a true record.*

19.15 RESOLVED: *The minutes of the Newsletter Committee held on 23.04.15 are approved.*

20.15 RESOLVED: *The minutes of the Planning & Environmental Committee held on 27.04.15 are approved.*

21.15 Internal audit of Bridlington Town Council's accounts for the year ended 31st March 2015:

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

22.15 End of year accounts for the year ended 31st March 2015:

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.*

23.15 Internal audit review 2015-2016:

RESOLVED: *The Council received the internal audit review for 2015-2016. This was signed at the meeting by the Mayor.*

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

- a) April 15 Mr Crumpton – Belvedere Golf Course:

RESOLVED: *The Council resolved to contact Mr Crumpton to thank him for his correspondence. To convey to Mr Crumpton that as soon as a planning application became live for this area that he would be able to comment and share his concerns. The Town Council will continue to investigate the land as an asset of community value as stated in the letter to Mr Crumpton dated 19.03.15.*

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b) 08.04.15 ERYC – Town/Parish Council Planning Liaison Meetings 2015 & BTC Response:

RESOLVED: *To contact the ERYC to request a place for Councillor Holmes for Monday 01.06.15 at Country Hall, Beverley.*

c) 09.04.15 ERYC – Surface Dressing 2015 – Bridlington parking areas highlighted.

d) 13.04.15 NHS – Minor Injury Unit Campaign.

e) 13.04.15 Royal Engineers Association – Letter of thanks.

f) 13.04.15 ERYC – Temporary road closure – part of Moorfield Road, Bridlington.

g) 17.04.15 Illegal Gypsy Camp action – Letter of response & BTC initial contact.

h) 20.04.15 Bridlington Renaissance Partnership Board – Update and AGM details.

i) 20.04.15 ERNLLCA Training – Being a Good Councillor Course details:

RESOLVED: *To contact ERNLLCA to convey that councillors wish to undertake training and provide the selected dates.*

j) 21.04.15 Driffield School – Letter of thanks.

k) 21.04.15 ASB Six Month Statistics – Bridlington.

l) 21.04.15 NHS England – No significant change relocation for MEDS UK Ltd.

m) 24.04.15 ERYC – Electronic working with the Planning Service & BTC response:

RESOLVED: *To contact the ERYC to request a place for Councillor Holmes for Monday 15.06.15 at Country Hall, Beverley.*

n) 30.04.15 ERYC – Environment Agency Maintenance Programme – Map.

o) 30.04.15 ERYC – Prohibition of Cycling – Response:

RESOLVED: *To contact the ERYC to convey that the Town Council supports the proposed revocation of the prohibition of cycling on the footpath link between Oxford Street and Blenheim Road, Bridlington.*

p) 01.05.15 Bridlington Old Town Association – Thanks for BTC Grant.

q) 01.05.15 Youth Social Action Partners Event – details to share to potentially interested parties.

r) 04.05.15 Sea Cadets – Letter of thanks.

s) 12.05.15 ERYC – Response from Mr Leighton regarding HMOs & supplementary letters:

RESOLVED: *The Council resolved to create a working group to consider the way forward with the situation with the HMOs in Bridlington. The working group will consist of Councillors Dixon, Heslop-Mullens, Holmes and Morrison.*

25.15 Newsletters & Minutes:

i. Bridlington Central Action Group notes of meeting 13.01.15:

ii. Bridlington Regeneration Partnership Town Improvement Forum notes of meeting 03.03.15:

iii. Sewerby Village Residents' Association notes of meeting 11.03.15:

iv. Sewerby Village Residents' Association notes of meeting 24.03.15:

v. Bridlington Arts Festival notes of meeting 30.03.15:

vi. ERNLLCA Newsletter April 2015:

vii. Bridlington Central Action Group notes of meeting 14.04.15:

viii. Recovery Magazine – Spring 2015:

ix. The Clerk – May 2015:

x. East Riding Parish News – May 2015:

xi. Bridlington Arts Festival notes of meeting 22.04.15:

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

The bank balances at 15th May 2015 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£151,387.35
Town Council	70985333	Deposit Bond A/C (Comm Projects Reserve)	£150,000.00
Town Council		Petty Cash	£271.80

Accounts paid since: 9th April 2015

Bridlington Town Council:**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
Payment Returned	16-Apr	Expanse Hotel **	Bank details changed - to be re-issued	1940.78
Payment Returned	22-Apr	Paul Scott Plumber	Bank details changed - to be re-issued	£91.80
1	10-Apr	Cllr M Milns	Civic Dinner Tickets	£40.00
2	08-May	Morrisons	Sponsorship for Bridlington Crier Comp 2015	£400.00
CR	30-Apr	ERYC	1st Precept payment	£91,474.33

Cash Receipts

PC04	23-Apr	Cllr Jackie Foster	Civic Dinner Tickets	£20.00
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Total Receipts £93,966.91

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
DD	08-Apr	N Power	Office Gas Bill	305.41
101544	10-Apr	Priory view Day Centre	13 Spring Hanging Baskets	£252.00
BACS 03	14-Apr	Aldby Field Nurseries	52 Spring Hanging Baskets	£1,040.21
		Expanse Hotel **	Civic Dinner	£1,940.78
		IB2K Ltd	Room Hire FC 18-3-15	£20.00
		K Wardle	March Maintenance	£497.58
		K Wardle	March Co-ordinator	£542.40
		J Dawson Taylor	March Website	£52.28
101545	16-Apr	ERNLLCA	Annual Membership	£2,410.10
101546	16-Apr	Filey Sea Cadets	Grants - replaces chqs 101541 & 101532	£500.00
101547	16-Apr	The Poppy Appeal	Wreath for 25/4/15	£17.50
BACS 04	20-Apr	Coastal Colour Print	Spring Newsletter Design & Print	£1,250.00
		ERYC	Annual waste Agreement	£288.90
		Paul Scott Plumber	Toilet repair	£91.80
		Yorks Band of RBL	Bridlington Crier Comp Booking Deposit	£50.00
BACS 05/07	30-Apr	Staff Salaries	April Salaries	£3,377.93
BACS 06	28-Apr	Bridlington Stationers	Yellow folders, paper, pens	£126.29
		ERYC	St John's rates payment 2/10	£125.00
		ERYC	Office rates payment 2/10	£163.00
		Intruder Alarms	Annual Service and Maintenance	£65.00
		P King	office planters and mileage to meeting	£47.52
		Active Skateboarding (P Regan)	Gasworx Coaching	£200.00
		Expanse Hotel **	Civic Dinner - replacement payment	£1,940.78
DD	18-May	N Power	St John's toilets - electricity	£139.83
		N Power	Festive lighting usage	£84.57
BACS 08	19-May	BKR Distribution	Newsletter distribution 50% on complete	£306.25
		Bridlington Stationers	Dividers and punched pockets	£12.72
		Hi Fliers	Flags for seafront and Sewerby	£1,734.00
		Johnston Publishing	Parish Meeting advert	£383.38
		K Wardle	Skate park - April maintenance	£556.05
		K Wardle	Skate park - April co-ordinator	£274.47
		Welcome to Yorks c/o P King	Tour De Yorks Tea towels	£24.95
		Active Skateboarding (P Regan)	Gasworx Coaching	£500.00
		United Carlton	Photocopying	£512.17
		Yorkshire Water	Office water	£90.44
		DMH Solutions	Risk Assessment Software update	£47.33

Copy

Petty Cash

30-Apr Petty Cash

April Petty Cash Expenses

7

£34.54

Total Payments £20,005.18

RESOLVED: *The accounts are approved for payment.*

35.15 New Town Council bank mandate:

RESOLVED: *The bank mandate was signed accordingly.*

36.15 Items for inclusion on the next agenda Wednesday 17th June 2015:

Signed:


Mayor of Bridlington

Date:

17th June 2015