



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 17th May 2017
in the Key Centre, at the rear of Christ Church, Quay Road, Bridlington

Present: Councillors Copsey, B Croft, C Croft, Dealtry, Dixon, Finlay, Foster, Heslop-Mullens, Holmes, Marsburg & T Milns at total of eleven (11) Councillors. There was one (1) member of the press. Mrs Paula King, Town Clerk took the minutes.

9.17 The Mayor's Welcome:

Councillor Marsburg welcomed everyone to the meeting and read out the intention to audio record the meeting.

10.17 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillor M Milns.*

11.17 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.*

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

RESOLVED: *There were none.*

13.17 To receive the civic duties:

Mayor & Mayoress:

13.05.17 Blood Pressure testing with the Rotary Club in the Promenades Shopping Centre

Total of 1 Civic Duty attended by the Mayor

14.17 To adopt the Bridlington Town Council Standing Orders:

RESOLVED: *The Standing Orders were adopted.*

15.17 The Bridlington Town Council Financial Regulations:

RESOLVED: *The Financial Regulations were adopted.*

16.17 Appointment of an internal auditor for the Council (currently Mr A Johnson, Hornsea):

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.*

17.17 The Bridlington Town Council Members' Allowance for Outside Travel Scheme:

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

18.17 The Councils Risk Assessment for 2017-18 (available for inspection & Signing by Mayor):

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

19.17 The Councils current Aims & 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.*

20.17 The Terms of Reference for Committees & nomination of Members:

Committees

Planning & Environmental
Finance & General Purposes
Newsletter
Staffing
Staffing Executive
Disciplinary & Grievance
Appeals

Councillor Membership

C Croft, Dealtry, Dixon, Holmes, Marsburg, M Milns & T Milns.
Dealtry, Dixon, Finlay, Heslop-Mullens, Holmes, Marsburg & T Milns.
B Croft, C Croft, Dealtry, Finlay, Foster & Marsburg.
Copsey, Dealtry, Finlay, Heslop-Mullens, Marsburg & M Milns.
Dealtry, Finlay & Heslop-Mullens
C Croft, Dixon & T Milns.
B Croft, Foster & Holmes.

RESOLVED: *The Council resolved to retain the majority of nominations however Councillor Copsey requested to be removed from Finance & General Purposes Committee following Councillors Dealtry's request to be allocated to Planning & Environmental, Finance & General Purposes and Newsletter Committees.*

21.17 The election of members to represent the Council on Outside Posts and Responsibilities:
Councillors selected their representations to outside Posts and Responsibilities.

RESOLVED: *The Council resolved to retain the majority of Councillor Representations for the following outside posts and responsibilities but there are some changes:*

Group:

Renaissance Partnership Board
Town Improvement Forum
Town Team
Bridlington & Driffield Community
Bridlington Learning & Skills Forum
Bridlington Chamber of Trade
Bridlington Arts Festival Committee
P.A.G.E.R.
Yorkshire Coast Community Rail Partnership
Sewerby Village Residents Association
Bridlington Old Town Association
Bridlington Central Action Group
Bridlington Tourism Association
Bridlington Health Forum
Bridlington Market Trader Meetings

Waterways Partnership – Joint Forum
ERNLLCA Meetings
East Yorkshire Town Councils Network Meetings
Emergency Planning

Honorary Citizen Award Group

Special Expenses & Scrutiny Group

Councillor:

Councillor Dixon
Councillors C Croft & Holmes
Councillor C Croft
Councillors C Croft & Heslop-Mullens
Councillor Heslop-Mullens
Mayor
Councillors Foster & Holmes
Councillor T Milns
Vacant
Bridlington North Ward Members
Bridlington Old Town Members
Bridlington South Ward Members
Councillor Holmes
Councillor T Milns
Councillors Copsey, C Croft, Foster, Marsburg & T Milns
Vacant
Mayor, Deputy & Clerk & All Members welcome
Mayor & Clerk
Bridlington Old Town Ward – Councillor Dealtry
Bridlington South Ward – Councillor Finlay
Bridlington North Ward – Councillor Copsey
Councillors Copsey, Dixon, Finlay, Foster, Heslop-Mullens, Holmes, Marsburg & T Milns
Councillor Dixon & Heslop-Mullens

Christmas Committee	Councillors Croft, Finlay, Foster, Holmes & T Milns
Bridlington in Bloom Working Group	Councillors Copsey, Dixon, Finlay, Foster, Holmes & Marsburg
Remembrance Service Working Group	Mayor, Deputy, Councillors Dealtry, Finlay, Foster, Marsburg & T Milns
Board of Trustees – Foundation Scheme Flag Working Group	Councillors Dealtry, Dixon, Finlay & Heslop-Mullens Councillors C Croft, Dealtry, Foster, Heslop-Mullens, Holmes Marsburg & M Milns
Mayors Cadet Working Group	Councillors C Croft, Dealtry, Foster, Heslop-Mullens, Holmes, Marsburg & M Milns

22.17 The minutes of the Council meeting held on 19.04.17 as a true record:

RESOLVED: *The minutes of the Council meeting held on 19.04.17 are received as a true record.*

23.17 The minutes of the Planning & Environmental Committee held on 24.04.17:

RESOLVED: *The minutes of the Planning Committee held on 24.04.17 are approved.*

24.17 The minutes of the Newsletter Committee held on 27.04.17:

RESOLVED: *The minutes of the Newsletter Committee held on 27.04.17 are approved.*

25.17 The minutes of the Finance & General Purposes Committee meeting on 02.05.17:

RESOLVED: *The minutes of the Finance & General Purposes Committee held on 02.05.17 are approved.*

26.17 The minutes of the Mayor Making Council meeting held on 10.05.17 as a true record:

RESOLVED: *The minutes of the Mayor Making Council meeting held on 10.05.17 are received as a true record.*

27.17 The minutes of the Planning & Environmental Committee held on 15.05.17:

RESOLVED: *The minutes of the Planning Committee held on 15.05.17 were not received and will be received to the full council meeting in June.*

28.17 The internal audit of Bridlington Town Council's accounts for the year ended 31.03.17:

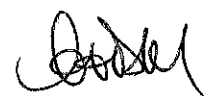
RESOLVED: *The internal audit is noted. The Council resolved to convey thanks to Mrs Victoria Exon the Responsible Financial Officer for a fantastic audit.*

29.17 The Annual Governance Statement for the year ended 31.03.17:

RESOLVED: *The Annual Governance Statement for the year ended 31.03.17 is approved and signed.*

30.17 To Consider, Approve and Sign the end of year Accounting Statements for the year ended 31.03.17:

RESOLVED: *The Accounting Statements for the year ended 31.03.17 are approved and signed at the meeting by the Mayor and the Clerk in preparation for posting immediately to the designated External Auditor. Thanks to be conveyed to Mrs Exon the Responsible Financial Officer.*



31.17 The internal audit review for 2016-2017:

RESOLVED: *The Council received the internal audit review for 2016-2017. This was signed at the meeting by the Mayor.*

32.17 The Skatepark Coordinators Monthly Report – April 2017:

RESOLVED: *The report was noted and the Council resolved that thanks be conveyed to the Skatepark Coordinator.*

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

- a) April 17 East Riding College – College Annual Report 2015-16.
- b) 05.04.17 Ministers Rail Campaign AGM – Retrospective.
- c) 06.04.17 ERYC – Parish Transport Champions – Nomination Form:

RESOLVED: *The Council resolved to nominate both Councillor Heslop-Mullens and Mr Fradley as Parish Transport Champions.*

- d) 13.04.17 ERYC – Temporary Road Closure – Part of Bessingby Road & Driffield Road – Retrospective:
- e) 13.04.17 ERYC – East Riding Voluntary Action Services (ERVAS) – Roadshow:
- f) 20.04.17 ERYC – Temporary Road Closure for Bridlington Old Town Summer Festival – 11.06.17:
- g) 21.04.17 YCCRP AGM Nomination Form for AGM 12.06.17 – Attendee & Nominations:

RESOLVED: *There were no Councillors available to take up this outside post and responsibility.*

- h) 25.04.17 ERYC – Traffic Calming Measures in Sewerby Village – ERYC & Sewerby Village responses with BTC enquiry.
- i) 26.04.17 ERYC – Response from Consultation comments for Draft land to the North of Bridlington Masterplan Supplementary Planning Document.
- j) 26.04.17 ERYC – Healthwatch Campaign Public Health Bus Beverley, Bridlington & Goole.
- k) 27.04.17 ERYC – Waterways Partnership Joint Forum Meeting – 12.06.17.

RESOLVED: *There being no representative apologies from the Town Council are to be submitted for this meeting.*

- l) 27.04.17 ERYC – Temporary Road Closure – Beck Hill & Palace Avenue, Bridlington.
- m) 27.04.17 ERYC – Temporary Road Closure – Byass Avenue, Bridlington.
- n) 28.04.17 ERYC – Temporary Road Closure – Manor Street, Bridlington.
- o) 28.04.17 ERYC – Proposed amendment to existing waiting restrictions – Trinity Road, Bridlington:

RESOLVED: *The Council resolved to support the proposed amendments to the existing waiting restrictions on Trinity Road, Bridlington.*

- p) 28.04.17 ERYC – Proposed Medium Stay Car Parking in Bridlington:

RESOLVED: *The Council resolved to support the proposed medium stay parking duration amendments for Albion Terrace, Royal Crescent and Carlisle Road, Bridlington.*

- q) 28.04.17 ERYC – Referral from ERYC Overview & Scrutiny to Secretary of State for Health.
- r) 03.05.17 ERYC – Anti-Social Behaviour – Six Months Statistics, Bridlington.
- s) 04.05.17 ERYC – Beck Hill Road Closure.
- t) 08.05.17 ERYC – Proposed Footway/Cycleway at Lawson Road, Bridlington:

RESOLVED: *The Council resolved to full support the proposals for the Footway/Cycleway on Lawson Road, Bridlington.*



- u) 08.05.17 ERYC – Regional Army Recruitment Campaign – Bridlington dates.
- v) 08.05.17 ERYC – Standards Committee Decision regarding Councillor T Milns.
- w) 08.05.17 Headlands School – Letter of thanks to Mayor Dealtry.
- x) 10.05.17 ERYC – Funding Opportunities – previously distributed:

RESOLVED: *The Clerk was instructed to contact Funding Opportunities at the ERYC to enquire if the Parker Homes Trust Grant should also be on the list.*

- y) 11.05.17 ERYC – Response to BTC request regarding unlit areas of Bridlington North & BTC email.
- z) Spring 2017 – Countryside Voice (available on request).
- aa) Spring 2017 – Field Work – (available on request).

34.17 Newsletters/Agendas & Minutes – attached unless otherwise stated:

- i. Bridlington Youth Coalition minutes of meeting of 16.03.17:
- ii. Bridlington Old Town minutes of Meeting of 03.04.17:
- iii. Bridlington Central Action Group minutes of meeting of 11.04.17:
- iv. Bridlington Learning & Skills Forum minutes of meeting of 19.04.17:
- v. Bridlington Local Links Forum minutes of meeting of 25.04.17:
- vi. ERNLLCA Newsletter – April 2017:

RESOLVED: *The Council resolved to respond to the review on the policy on parish and town council precepts. The Council resolved to convey to ERNLLCA that a capping of 2% would inhibit the function and activities of the Bridlington Town Council due to the fact that inflation is higher than 2%.*

- vii. The Clerk SLCC Magazine – May 2017:
- viii. Clerks & Councils Direct – May 2017:

35.17 The statement of balances and to approve the schedule of accounts for payment:

Subject: Statement of Balances and Schedule of Accounts for Payment

The bank balances at 9th May 2017 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£344,803.50
Town Council	70985333	Deposit Bond A/C (Comm Projects Reserve)	£0.00
Town Council		Petty Cash	£361.47

Accounts paid since: 12th April 2017

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
Internal Transfer	13-Apr	Mayors Charity Fundraising Account	RE: Cheques 101701 to 101704	2667.40
CR	28-Apr	East Riding Of Yorkshire Council	First Precept payment	£105,837.09

Cash Receipts

PC05	07-Apr	J Means and C Johnson	Civic Dinner Tickets	£40.00
PC06	04-Apr	Clrs C and B Croft	Civic Dinner Tickets	£80.00
PC07	04-Apr	Clr T Milns	Civic Dinner Tickets	£20.00
PC08	11-Apr	Doggy Bag Sales	Doggy Bag Sales	£16.95
PC09	07-Apr	Clr L Dealtry	Extra jug of juice for civic dinner guest	£6.00

Total Receipts £108,667.44

Payments Out:

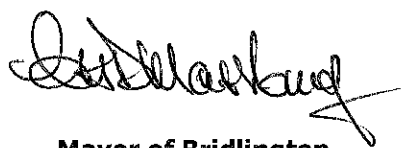
Cheque/BACS	Date	Payee	Description	Amount
101701	01-May	Royal British Legion Alderson House	Mayor's Charity Fundraising Cheque	£666.85
101702	01-May	Bridlington Sea Cadets	Mayor's Charity Fundraising Cheque	£666.85
101703	01-May	Bridlington Army Cadet Force	Mayor's Charity Fundraising Cheque	£666.85
101704	01-May	Bridlington 252 Squadron	Mayor's Charity Fundraising Cheque	£666.85
101632	02-May	Bridlington Arts Festival	2017 Event Sponsorship	£1,500.00
BACS 05	19-Apr	John Woodvine	St John's repairs to soap dispenser	£20.00
BACS 06/07	28-Apr	Staff Costs	April Staff Costs	£3,470.65
BACS 08	02-May	BKR Group	Newsletter distributon 50% upfront	£378.00
		Bridlington Stationers	paper, ring binders, envelopes	£48.60
		Christ Church Community Services	Room hire Full Council 19-04-17	£28.80
		ERYC	Office Rates payment 2/10	£178.44
		ERYC	St John's rates payment 2/10	£108.80
		Vaughtons	Past Mayor and Mayoress brooch bars	£42.91
BACS 09	03-May	ERNLLCA	Annual Membership fees	£2,657.00
			Toilets summer public provision agreement	£2,000.00
BACS 10	03-May	Sewerby Cricket Club	St John's toilets electricity	£70.95
DD	15-May	N Power	April Petty Cash Expenses	£132.07
Petty Cash	30-Apr	Petty Cash Expenses	Skate Park - Skate Club	£500.00
BACS 11	11-May	Active Skateboarding	Spring Hanging baskets	£1,440.00
		Aldby Field Nurseries	Photocopier Lease	£182.13
		Siemens	Office Water Bill	£44.87
		Yorkshire Water	Bank charges to 6-4-17	£10.30
DR	28-Apr	HSBC	Website Contract	£56.00
SO	28-Apr	J Dawson Taylor		
Total Payments				<u>£15,536.92</u>

RESOLVED: *The accounts are approved for payment.*

36.17 Items for inclusion on the next agenda for Wednesday 21.06.17:

Councillor Dixon requested agenda item for where money for Social Care is spent in Bridlington. The Clerk is instructed to contact the ERYC to request a breakdown of where the money allocated to Social Care in Bridlington in advance of the meeting to ensure that any resolutions made are informed.

Signed:



Mayor of Bridlington

Date:

21st June 2017