



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 21st November 2018
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

Present: Councillors Copsey, C Croft, Dealtry, Finlay, Foster, Heslop-Mullens, Holmes, Marsburg a total of eight (8). Three (3) members of the public were in attendance. Mrs Paula King, Town Clerk took the minutes.

152.18 The Mayor's Welcome:

The Mayor welcomed everyone to the meeting and made everyone aware of signage regarding the requirements of anyone with an intention to audio record the meeting.

153.18 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillor B Croft, Dixon, M Milns & T Milns.*

154.18 Declarations of Interest:

a) To record declarations of interest by any member of the council in respect 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.*

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

Two members of the public spoke to the meeting about the Transition Town Bridlington meat free Mondays and requested assistance in disseminating this information in Bridlington via the item on the agenda.

156.18 To receive the Civic Appointments from 18th October – 21st November 2018

Mayor, Mayoress & Consort:

19.10.18	Hull Chamber & Yorkshire Coast Business Awards at Bridlington Spa
19.10.18	Coin Distribution at New Pasture Lane – Cllrs C & B Croft
22.10.18	Coin Distribution at Martongate – Cllrs C Croft & Finlay
23.10.18	Coin Distribution at Burlington Infants & Juniors – Cllrs C Croft & Finlay
26.10.18	Coin Distribution at Our Lady & St Peters
26.10.18	Coin Distribution at Quay Primary
27.10.18	Dedication of the Cross at Bridlington War Memorial
27.10.18	Poppy Appeal Launch at Promenades Shopping Centre
06.11.18	Town Improvement Forum
08.11.18	Coin Distribution at Hilderthorpe Primary – Cllrs C Croft & Finlay
08.11.18	Tommy Unveiling Service at Bridlington War Memorial
08.11.18	Bridlington School Foundation Trustees Meeting – Cllr Finlay
09.11.18	Coin Distribution at Bay Primary – Cllrs C & B Croft
10.11.18	Bridlington Arts Gallery Exhibition
11.11.18	Remembrance Service at Bridlington War Memorial – Cllrs' C & B Croft, Finlay
11.11.18	Beacon Service at Priory Church – Cllrs C & B Croft
12.11.18	WWI and WWII Commemorative Event at The Old Ship Inn

Total of 17 Civic Duties attended by the Mayor, Mayoress & Consort

Deputy Mayor & Deputy Mayoress:

22.10.18 CLLD meeting with Vicky Bolton
 23.10.18 Showing of the Hedon Silver at Hedon Town Hall
 25.10.18 St Johns Ambulance Annual Awards Evening at District Headquarters – Hull
 03.11.18 Yorkshire Regiment Association Remembrance Service at York Minster
 05.11.18 Gypsy Race Project
 08.11.18 Bridlington School Foundation Trustees Meeting
 11.11.18 Remembrance Service at Bridlington War Memorial
 21.11.18 Learning & Skills Forum

Total of 8 Civic Duties attended by the Deputy Mayor & Deputy MayoressMost of the Other Councillors:

19.10.18 Coin Distribution at New Pasture Lane – Cllrs Marsburg, Foster & Dixon
 22.10.18 Coin Distribution at Martongate – Cllrs Holmes, Dixon
 23.10.18 Coin Distribution at Burlington Infants & Juniors – Cllrs Dixon, Holmes, Foster
 26.10.18 Coin Distribution at Our Lady & St Peters – Cllrs Marsburg, Foster & Dixon
 26.10.18 Coin Distribution at Quay Primary – Cllrs Marsburg, Foster, Dixon & T Milns
 31.10.18 Remembrance Meeting – Cllr T Milns
 01.11.18 Bridlington Renaissance Partnership meeting – Cllr T Milns
 06.11.18 Town Improvement Forum – Cllr Holmes
 08.11.18 Coin Distribution at Hilderthorpe Primary – Cllrs Foster, Holmes, Dixon & T Milns
 08.11.18 Bridlington School Foundation Trustees Meeting – Cllr Dealtry
 09.11.18 Coin Distribution at Bay Primary – Cllrs Foster, Holmes & Dixon
 10.11.18 Bridlington Art Exhibition – Cllr Dixon
 11.11.18 Piper- Remembrance at Bridlington War Memorial – Cllrs Copsey, Dealtry & Foster
 11.11.18 Remembrance Service at Bridlington Service - ALL
 11.11.18 Beacon Service at Priory Church – Cllrs Foster, Marsburg & Copsey

Total of 15 Civic Duties attended by other CouncillorsMayor's Cadet:

11.11.18 Remembrance Service at Bridlington Service
 11.11.18 Beacon Service at Priory Church

Total of 2 Civic Duties attended by Mayor's CadetStaff:

19.10.18 Coin Distribution at New Pasture Lane - Mrs Paula King
 22.10.18 CLLD meeting with Vicky Bolton – Mrs Victoria Exon
 22.10.18 Coin Distribution at Martongate – Mrs Paula King
 26.10.18 Coin Distribution at Our Lady & St Peters – Mrs Paula King
 26.10.18 Coin Distribution at Quay Primary – Miss Abigail Grosse
 31.10.18 Remembrance Meeting – Mrs Paula King
 07.11.18 Remembrance Meeting – Mrs Paula King & Miss Abigail Grosse
 07.11.18 Police Marshall Training – Mrs Paula King
 08.11.18 Coin Distribution at Hilderthorpe Primary – Mrs Paula King
 08.11.18 Tommy Unveiling Service at Bridlington War Memorial – Mrs Paula King
 09.11.18 Coin Distribution at Bay Primary – Miss Abigail Grosse
 11.11.18 Piper- Remembrance at Bridlington War Memorial – Mrs Paula King
 11.11.18 Remembrance Service at Bridlington Service – Mrs Paula King & Miss Abigail Grosse
 11.11.18 Beacon Service at Priory Church – Mrs Paula King

Total of 14 Civic Duties attended by Staff

157.18To approve the minutes of the Council meeting held on 17.10.18 as a true record:

RESOLVED: *The minutes of the Council meeting held on 17.10.18 are received as a true record.*

158.18To receive the minutes of the Newsletter Committee meeting on 25.10.18:

RESOLVED: *The minutes of the Newsletter Committee meeting held on 25.10.18 are approved.*



159.18To receive the minutes of the Planning & Environmental Committee meeting held on 29.10.18:

RESOLVED: *The minutes of the Planning & Environmental Committee meeting held on 29.10.18 are approved.*

160.18To resolve when the new Bridlington Town Council Flag is to fly in the Bridlington War Memorial Gardens:

RESOLVED: *The Council resolved that the Bridlington Town Council flags will fly at all times other than specific flag days.*

161.18Commonwealth Flag – Future Event – 11.03.19:

RESOLVED: *The Council resolved to invite two children from each school and East Riding College in Bridlington to attend the event. The Council also wished to invite the Mayors Cadet, Coastal Voices, Royal British Legion, Royal Naval Association, Royal Air Force Association, Yorkshire Regiment Association, Air Training Corps, Bridlington Sea Cadets, Army Cadet Force and Bridlington School Combined Cadet Force. The Council understands that the event is during the working day and that all invited attendances will depend on personal commitments.*

162.18To consider the ERYC Traffic Regulation Orders for Sewerby Road, Bridlington:

RESOLVED: *The Council resolved to support the Traffic Regulation Order proposals for Sewerby Road, Bridlington.*

163.18To consider the ERYC Traffic Regulation Orders for Various Roads, Bridlington:

RESOLVED: *The Council resolved to support the Traffic Regulation Order proposals for Trinity Road & Tennyson Avenue, Marshall Avenue, Ashville Street & Victoria Road in Bridlington.*

164.18To consider the East Riding Local Plan Review Options Consultation and Event:

RESOLVED: *The Council resolved that unfortunately there are no Councillors able to attend the Councillor Information event at Bridlington North Library. The Consultation resolutions will be resolved upon at the full council meeting in December. It was mentioned that it was unfortunate that both dates in Bridlington are on a Thursday evening.*

165.18To receive the Monthly Skatepark Coordinator Monthly Report – October 2018:

RESOLVED: *The report was noted with thanks and best wishes to the Skatepark Coordinator.*

166.18The following items of Correspondence were commented upon or otherwise noted:

- a) 10.10.18 Riding for the Disabled – Letter of thanks for Small Grant.
- b) 15.10.18 ERYC – Anti-Social Behaviour Six Monthly Statistics for Bridlington
- c) 16.10.18 ERYC – Temporary Road Closure for Bempton Christmas Market 18.11.18.
- d) 16.10.18 ERYC – Free Event Invitation to Celebrating 20 Years at Bishop Burton 22.11.18:

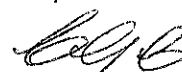
RESOLVED: *The Council resolved that sadly no one was available to attend the event.*

- e) 19.10.18 ERYC – Estimate of Rough Sleepers – 22.11.18:

RESOLVED: *The Council will report any observed as requested.*

- f) 19.10.18 ERYC – Bus Stop Consultation – St Marys Walk, Bridlington:

RESOLVED: *The Council resolved to support the proposal of a bus stop on St Marys Walk, Bridlington.*



- g) 22.10.18 L Sellers – Queens Commonwealth Canopy – Tree Sapling acceptance & location:

RESOLVED: *The Council resolved to thank L Sellers for their very generous offer of a tree from The Queens Commonwealth Canopy and to wholeheartedly accept a sapling to plant in Bridlington. If possible the Council would like to request a Rowan sapling and the place it would like to arrange for it to be planted would be in "Jubilee Wood". The Clerk is instructed to request assistance and arrange a ceremonial planting with L Sellers, the Town Council and the ERYC Tree Team.*

- h) 28.10.18 Humberside Police – Constituency Update October 2018.
 i) 30.10.18 ERYC – Temporary Road Closure – Remembrance Day Parade 11.11.18.
 j) 30.10.18 East Coast Churches – Letter of thanks for Small Grant.
 k) 31.10.18 Bridlington School – Foundation Trustees – Four Vacancies:

RESOLVED: *The Council resolved that Councillor C Croft would join the Bridlington School Foundation Trustees panel.*

- l) 01.11.18 ERYC – Notification of Highway Maintenance Work Bridlington-Carnaby.
 m) 05.11.18 BKR - To consider the purchase of a Christmas bauble in the Bridlington Echo:

RESOLVED: *The Council wished to purchase the Christmas greetings opportunity in the Bridlington Echo. "Merry Christmas and a Happy & Prosperous New Year from Bridlington Town Council".*

- n) 06.11.18 ERYC – Overview & Scrutiny – Put forward a Topic for Scrutiny:

RESOLVED: *The Council resolved to put forward several points for consideration as topics for Scrutiny due to the current cost cutting climate and the impact in Services in Bridlington:*

- *Toilet provision in the East Riding,*
- *Litter bin provision in the East Riding (rogue bins appearing that have not been authorised in advance in Bridlington),*
- *Dog Wardens roles and responsibilities in the East Riding,*
- *Road Marking in Bridlington for public safety (Manor Street leading into Queen Street)*
- *Highways allocation of Road Signage for public safety (various hot spots and Marshall Avenue to require indication to head that way)*

- o) 06.11.18 ERYC – East Riding and Hull Joint Minerals Plan – Final Matters & Inspector Guidance.
 p) 08.11.18 ERYC – Flood Risk Survey 2018 – Feedback and requests for the future.
 q) 10.11.18 Spotlight Theatre – 75th Anniversary WW2 Celebrations & Sponsorship of show film.
 r) 13.11.18 Spotlight Theatre – Carol Concert at Spotlight with the Excelsior Brass Band:

RESOLVED: *The Council resolved to contact the Spotlight Theatre to convey that although the Mayor and the Deputy Mayor are already pledged to other local civic engagements on that evening there are other Councillors who are very much looking forward to attending the event. Councillors Finlay and Foster will see you there.*

- s) 14.11.18 Transition Town Bridlington – Assistance to Disseminate Information Request:

RESOLVED: *The Council resolved to convey to Transition Town Bridlington that the Town Council strives to support the Bridlington community whenever it can and that it would be happy and willing to help disseminate their information in Bridlington via the Town Council's website, social media, newsletter, emails and noticeboard.*



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

- i. Bridlington Town Improvement Forum minutes of meeting on 04.09.18:
- ii. Bridlington Youth Coalition Minutes of meeting on 04.10.18:
- iii. Gypsy Race Park & Avenue Information Group meeting notes of 11.10.18:
- iv. Bridlington Central Action Group minutes of meeting on 14.10.18:
- v. ERSCB Newsletter – October Edition 2018:
- vi. ERNLLCA Newsletter – October 2018:
- vii. NALC Annual Report 2017/2018 – forwarded by email – available on request:
- viii. Clerks & Councils Direct Magazine – November Edition 2018 – available on request:
- ix. The Standard – Volume 3 November 2018 – available on request:

168.18 To receive a 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 15th November 2018 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£407,823.76
Town Council		Petty Cash	£251.65

Accounts paid since: 10th October 2018

Bridlington Town Council:**Receipts In:**

Cheque/BACS	Date	Payer	Description	Amount
CR	11-Oct	ERYC	Grant funding for poppies	£500.00
CR	22-Oct	HMRC	VAT Repayment 2nd Quarter	£1,745.40
CR	14-Nov	D Nicholson	Remembrance coins purchase	£20.00

Cash Receipts

PC37	31-Oct	Remembrance Coins	Remembrance coins costs	£99.75
PC38	31-Oct	Doggy Bags	Doggy Bags	£10.00

Total Receipts £2,375.15

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 58	16-Oct	Active Sports	Gasworx Coaching	£50.00
		Coastal Colour Print	Autumn Newsletter printing	£1,075.00
		K Wardle	Sept Co-ordinator	£227.80
		K Wardle	Sept Maintenance	£446.60
		Cllr M Heslop-Mullens	Travel Expenses	£12.57
		Martin Belt Architects	Initial Works & planning fee	£831.00
		P King	Travel expenses to meeting	£11.70
101705	15-Oct	Poppy Appeal Bridlington	200 poppies for memorial garden	£600.00
BACS 59	24-Oct	ERYC	Footway Lighting Agreement 18/19	£7,179.06
		Domestic Blitz	Quarterly office clean	£75.00
		Prospect Photographic Agency	Civic Service Photography	£75.00
BACS 60	26-Oct	Bull & Sun	Civic Service Arrival Drinks	£90.00
BACS 61/63	31-Oct	Staff Costs	October Staff Costs	£3,965.77
BACS 62	29-Oct	BKR Group	50% upfront distribution	£378.00
		BKR Group	Echo Remembrance Advert	£96.00
DD	07-Nov	N Power	Office Electricity Bill	£100.63
BACS 64	01-Nov	ERYC	Office Rates payment 8/10	£195.00
		ERYC	St Johns Rates payment 8/10	£110.00
BACS 65	01-Nov	ERVAS	Social Media Training Course x 2	£30.00
		The Flag Shop Ltd	Gay Pride Flag	£7.99
BACS 66	05-Nov	Peter Arthur Allsize	Hi-Vis vests for use at BTC events	£60.00
		N Power	Skate Park Electricity	£84.65

Council Meeting – 21st November 2018

Petty Cash	31-Oct	Petty Cash	October Petty Cash	£138.01
BACS 67	06-Nov	Hi Fliers	Bridlington Town Council Flags	£312.00
		John Copsey Electrician	St Johns Toilets repairs	£49.00
BACS 68	09-Nov	Christ Church Community Services	Room Hire Oct Full Council	£28.80
		SLCC	ILCA course for A Grosse	£118.80
DD	21-Nov	N Power	St John's toilets electricity	£126.75
TSFR	14-Jan	Mayors Charity Account	RE: Remembrance coins purchase	£7.95
BACS 69	15-Nov	Bridlington Stationers	Glue sticks, paper	£44.68
		K Wardle	October Co-ordinator	£214.40
		K Wardle	October Maintenance	£381.30
		Siemens	Photocopier Lease	£182.13
		The Stirling Castle	Remembrance Service Buffet	£500.00
		Yorkshire Water	St Johns Toilets Water Bill	£89.04
		David Leeman	Remembrance Piper	£150.00
DR	28-Oct	HSBC	Bank Charges to 06-10-18	£5.50
DD	30-Oct	Information Commissioners Office	Data Protection Registration	£35.00
Total Payments				<u>£18,085.13</u>

RESOLVED: *The accounts are approved for payment.*

169.18 To receive notice of items for inclusion on the next agenda for Wednesday 12th December 2018:

- East Riding Local Plan Consultation.

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:

170.18 To receive the minutes of the Contract Committee meeting on 13.11.18:

RESOLVED: *The minutes of the Contract Committee meeting held on 13.11.18 are approved.*

171.18 To consider the update from the Contract Committee Working Group. The meeting was updated with the current situation and a prepared report and Policies were considered. A discussion took place about many aspects of the report and policies:

RESOLVED: *The Council resolved to adopt the following policies:*

- a. *Equality and Diversity Policy*
- b. *Health and Safety Policy*
- c. *Safeguarding Policy*
- d. *Environment and Sustain Policy.*

172.18 To consider the correspondence from Humber Teaching NHS Foundation Trust dated 06.11.18:

RESOLVED: *The Council resolved to contact the Humber Teaching NHS Foundation Trust to convey that they noted the contents of their correspondence and to add that the Bridlington Town Council is an independent authority that can choose who it works with regarding all it undertakes.*

Signed:



Mayor of Bridlington

Date:

12.12.18