



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 18th July 2018
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

Present: Councillors B Croft, C Croft, Dixon, Finlay, Foster, Heslop-Mullens, Holmes & Marsburg a total of eight (8). Inspector Cocker from Humberside Police and one member of the public were in attendance. Mrs Paula King, Town Clerk took the minutes.

65.18 The Mayor's Welcome:

The Mayor Councillor C Croft welcomed everyone to the meeting and then read out the intention to audio record the meeting.

66.18 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillors Copsey, M Milns & T Milns.*

67.18 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.*

68.18 Inspector Robert Cocker of Humberside Police, (10 min brief, 5 min questions):

Inspector Cocker was thanked by the Mayor for arranging the visits to the Police Command Centre in Hull that six Councillors and the Clerk were able to attend as it was very enlightening. Councillor Heslop-Mullens proposed a letter of thanks from the Council to be sent to Policeman Adrian Morris who was the nominated guide at the Police Command Centre for both dates; the Council fully supported the proposal and the Clerk was instructed to implement.

The Inspector was happy to inform that Bridlington had not really experienced any peaks of alcohol related violence with the onset of the very warm weather and the World Cup as both normally would produce a spike in such activities. The Inspector informed that tackling drugs remained a priority for Bridlington and warrants and apprehension of dealers has been significant in Bridlington recently. He went on to inform that sadly as soon as a gap appears more dealers move into the area to maintain a supply but that it does impact on the bigger dealers that run such networks. The Police are operating covert tactics alongside a high visibility presence in Bridlington to ensure known drug dealing areas in the Town are being managed and the Inspector impressed that all intelligence regarding drugs is most helpful and welcomed.

The Inspector checked on the Town Council's Skatepark statistics before coming to the meeting and reported that there had been three reports since May.

One of the issues that the Police are currently dealing with is beggars in Bridlington and there have been measures put in place that should see this becoming less of a problem moving forward. Burglaries at this time of year have increased with the warmer weather many are simply due to the fact that properties are left insecure and recent commercial burglaries have been effectively dealt with by C.I.D. but all are in line with season trends.

The Inspector concluded his brief by reiterating that drugs will remain the main focus as this often leads onto Anti-social behaviour and shop thefts so if supply is disrupted it positively influences the overall picture.

Councillor Dixon enquired if the recent beggars were professional or homeless people and the Inspector considered that on the whole that they were neither and he considered most were individuals asking for help/money.

Councillor Finlay enquired if recent matters requiring the Police to attend around the coach park area on Hilderthorpe Road were as a result of the recent visit to the town of travellers and the Inspector informed that had not seen anything raised that would suggest that that was the case.

Councillor Holmes informed that drug dealing was still very visible in Bridlington and that he had been advised that it was very obvious in the park at the end of Tennyson Avenue with regular drinking from 10am in the morning also occurring in that location. Inspector Cocker reiterated that he would welcome all intelligence.

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

There were none.

70.18 To receive the Civic Appointments from 21st June – 18th July 2018

Mayor, Mayoress and/or Consort:

- 21.06.18 Raffle Prize Presentation at West BS
- 23.06.18 Armed Forces Day Flag Raise
- 30.06.18 Bridlington Armed Forces Day at Alderson House
- 04.07.18 Carers Celebration Service at Beverley Minster
- 07.07.18 Bridlington Hospital Celebrate 30th Birthday
- 09.07.18 Police Call Centre Hub in Hessle – Cllr Colin Croft
- 12.07.18 Wildlife Photography Exhibition at Beverley
- 13.07.18 Vets4Pets opening at Pets At Home
- 17.07.18 Burton Agnes Summer Party

Total of 9 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Deputy Mayoress:

- 16.07.18 Police Call Centre Hub in Hessle

Total of 1 Civic Duties attended by the Deputy Mayor & Deputy Mayoress

Most of the Other Councillors:

- 21.06.18 Raffle Prize Presentation at West BS – Cllr Finlay
- 23.06.18 Armed Forces Day Flag Raise – Cllr Finlay, Cllr Foster, Cllr Dealtry, Cllr Marsburg
- 30.06.18 Bridlington Armed Forces Day at Alderson House – Cllr Finlay, Cllr Dealtry
- 09.07.18 Police Call Centre Hub in Hessle – Cllr Marsburg, Cllr Holmes, Cllr Dixon
- 16.07.18 Police Call Centre Hub in Hessle – Cllr Foster
- 17.07.18 6th Bridlington Scouts Presentation – Cllr Marsburg

Total of 6 Civic Duties attended by other Councillors

Mayor's Cadet:

- 23.06.18 Armed Forces Day Flag Raise
- 30.06.18 Bridlington Armed Forces Day at Alderson House

Total of 2 Civic Duties attended by Mayor's Cadet

Staff:

- 09.07.18 Police Call Centre Hub in Hessle – Mrs Paula King
- 10.07.18 ERNLCCA AGM meeting at Tibthorpe – Mrs Paula King

Total of 2 Civic Duties attended by Staff



71.18 To approve the minutes of the Council meeting held on 20.06.18 as a true record:

RESOLVED: *The minutes of the Council meeting held on 20.06.18 are received as a true record.*

72.18 To receive the minutes of the Planning & Environmental Committee held on 25.06.18:

RESOLVED: *The minutes of the Planning Committee held on 25.06.18 are approved.*

73.18 To receive the minutes of the Finance & General Purposes Committee held on 10.07.18:

RESOLVED: *The minutes of the Finance & General Purposes Committee held on 10.07.18 are approved.*

74.18 To receive the minutes of the Planning & Environmental Committee held on 16.07.18. With the amendment of the date on the minutes:

RESOLVED: *The minutes of the Planning Committee held on 16.07.18 are approved.*

75.18 To receive the minutes of the Contract Committee held on 17.07.18:

RESOLVED: *The minutes of the Contract Committee held on 17.07.18 are approved. The Mayor proposed the addition of a Section B at the end of the meeting to discuss the report that is attached to the Contract Committee minutes. The Section B was supported to be implemented at the end of the meeting.*

76.18 To receive the Skatepark Coordinators Monthly report – June 2018:

RESOLVED: *The report was noted with thanks and the information about the forthcoming Skatejam and the Council fully supported the proposed date and will publicise as widely as possible by the office.*

77.18 To receive the Yorkshire Day Flag Raising Event on Wednesday 1st August 2018:

RESOLVED: *The event information was noted.*

78.18 To receive an update on GDPR & to consider the adoption of a BTC Retention Policy:

RESOLVED: *The information was noted and the Retention Policy was adopted. The IT Consultant is allocated 6 extra hours to undertake the creation and delivery of the emails and workshops to implement the in-house Councillor email inboxes.*

79.18 To receive an update on the Memorial Stone placement – Unveiling on Wednesday 15.08.18:

RESOLVED: *The event information was noted.*


80.18 To receive an update on Christmas:

RESOLVED: *The information was noted.*

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

- a) 15.06.18 ERNLLCA – Procedural Changes for handling staff grievances. Councillor Finlay highlighted that this would therefore negate the Bridlington Town Council's requirement for the Disciplinary & Grievance Committee and the Appeals Committee as all such matters would now have to be handled by the principal authority:

RESOLVED: *The Council resolved to remove both the Disciplinary & Grievance Committee and the Appeal Committee with immediate effect.*



- b) 15.06.18 ERYC – Proposed changes to existing loading bay, Marshall Avenue, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order for the proposed changes to existing loading bay, Marshall Avenue, Bridlington.*

- c) 15.06.18 ERYC – Proposed changes to existing parking layout, Trinity Road, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order for the proposed changes to existing parking layout, Trinity Road, Bridlington.*

- d) 19.06.17 NALC – Star Council Awards 2018.

- e) 21.06.18 ERYC – Name Bank of Bridlington update.

- f) 21.06.18 Bridlington School – Board of Trustee update.

- g) 25.06.18 Mr W Amoaku – Bridlington Eye Assessment Project Feb/Mar 2019:

RESOLVED: *The Council resolved to help advertised the Bridlington Eye Assessment project by including it in the Town Council's newsletter and on social media.*

- h) 26.06.18 ERYC – New Shared Footway & Cycle Schemes in Bridlington:

RESOLVED: *The Council resolved to support the ERYC proposed New Shared Footway & Cycle Schemes in Bridlington.*

- i) 27.06.18 ERYC – Temporary Road Closure of Queensgate Square, Bridlington:

- j) 27.06.18 RN – Affiliation Acceptance for Freedom of Entry for RN DMLS & BTC Press Release:

- k) 28.06.18 ERYC – Proposed Road Safety Scheme for Wellington Road, Bridlington:

- l) 28.06.18 ERYC – Proposed no stopping Police Bay on Ashville Street, Bridlington:

RESOLVED: *The Council resolved to support the proposed no stopping Police Bay on Ashville Street, Bridlington.*

- m) 04.07.18 Christ Church & Community Services – Key Centre Users Update Information:

- n) 04.07.18 ERNLLCA – Invite for Resolutions to Councils for the Annual General Meeting:

RESOLVED: *There were no resolutions for the Annual General Meeting.*

- o) 06.07.18 ERYC – Traffic Regulation Order for On Street Parking Places, Ferndale Terrace, Bridlington:

RESOLVED: *The Council resolved to support the ERYC Traffic Regulation Order for On Street Parking Places, Ferndale Terrace, Bridlington.*

- p) 06.07.18 The Lords Feoffees – Financial Assistance Request – Humphry Sandwith.

- q) 06.07.18 ERYC – Information following the Town and Parish Council Liaison Meeting (Planning).

- r) 07.07.18 FERN – Announcement of East Riding renewal of Fairtrade Status:

- s) 11.07.18 ERYC – Proposed relocation of loading/CPZ bays on Trinity Road/Tennyson Avenue, Bridlington:

RESOLVED: *The Council resolved to support the proposed relocation of loading/CPZ bays on Trinity Road/Tennyson Avenue.*

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

- i. ERNLLCA minutes of meeting of 10.04.18:
- ii. Bridlington Chamber minutes of meeting of 10.04.18:

- iii. East Yorkshire Local Councils Network minutes of meeting of 25.04.18:
- iv. Bridlington Central Action Group minutes of meeting of 12.06.18:
- v. Beverley (?) Youth Coalition minutes of meeting of 19.06.18 & ERVAS Information:
- vi. Bridlington Learning & Skills minutes of meeting of 20.06.18:
- vii. Sewerby Village Residents Association Summer Newsletter June 2018:
- viii. ERNCLLA Newsletter – June 2018:
- ix. Clerks & Councils Direct Magazine – July 2018 (available on request):

83.18 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 12th July 2018 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£361,500.03
Town Council		Petty Cash	£78.52

Accounts paid since: 12th June 2018

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
4	18-Jun	Cllr C Marsburg	Civic Dinner Contribution	£144.45

Cash Receipts

Total Receipts £144.45

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 24	19-Jun	Cranswicks	Property inspection	£300.00
		ERYC	Bessingby Gate Play Area Lease	£134.00
BACS 25	19-Jun	Cllr C Croft	Civic Travel Expenses	£21.39
		Elizabeths Jewellers	Civic Chains repairs	£27.00
SO	20-Jun	A&T Curtis	Quarterly Office Rent	£1,130.00
DD	25-Jun	N Power	Office Electricity	£52.26
DD	25-Jun	N Power	Skate Park - Electricity	£71.47
DD	25-Jun	N Power	St Johns Toilets - Electricity	£36.91
DD	25-Jun	N Power	Office Gas	£239.97
DR	28-Jun	HSBC	Bank charges to 6-6-18	£10.00
SO	28-Jun	Jack Dawson Taylor	Website Contract	£56.56
BACS 26/28	29-Jun	Staff Costs	June Staff Costs	£3,545.39
BACS 27	29-Jun	HMRC	PAYE & NIC 1st Quarter	£1,487.85
BACS 29	03-Jul	Christ Church Comm Services	Room hire Full council June 2018	£28.80
		ERYC	Office Rates payment 4/10	£195.00
		ERYC	St Johns Rates payment 4/10	£110.00
		Hi Fliers	Plaque for memorial garden flagpole	£171.60
		Cllr M Heslop-Mullens	Civic Travel Expenses	£65.20
		N Power	Festive Lighting contract	£207.61
		UK Web Solutions	Bridlington.gov.uk hosting	£43.06
BACS 30	05-Jul	Active Sports	Gasworx Coaching	£400.00
		BKR Group	Newsletter distribution 50% upfront	£378.00
		Bridlington Window Cleaning	Hanging basket watering	£1,271.50
		Bridlington Window Cleaning	Bus shelter cleaning (12 months)	£450.00
		Coastal Colour Print	Newsletter design and printing	£1,075.00
		Hi Fliers	Repairs to memorial garden flagpole	£72.00
		Domestic Blitz	Quarterly office clean	£75.00
BACS 31	13-Jul	Bridlington Stationers	Highlighter's, paper, pens, post-its	£81.66
		Cllr Colin Croft	Civic Travel Expenses	£64.72



	Cllr Cyril Marsburg	Civic Travel Expenses	£32.83
	East Coast Engraving	Plaque engraving	£8.00
	Kay Wardle	Skate Park - June Co-ordinator	£402.00
	Kay Wardle	Skate Park - June Maintenance	£501.80
	Prospect Photographic Agency	Mayoral Portrait	£145.00
Petty Cash	30-Jun Petty Cash Expenses	June Petty Cash Expenses	£250.74
Total Payments			<u>£13,142.32</u>

RESOLVED: *The accounts are approved for payment.*

84.18 To receive notice of items for inclusion on the next agenda for Wednesday 15th August 2018:

- To enquire if the Yorkshire Coast BID would like to brief the Full Council at a meeting in the future.


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:

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

RESOLVED: *The Council resolved with a majority vote that Councillors Holmes and Marsburg were provided with a limit for negotiation when acting on behalf of the Council.*

Signed:



Mayor of Bridlington

Date:

15th August 2018



BRIDLINGTON TOWN COUNCIL
Minutes of the Contract Committee
held on 17th July 2018 in the
Bridlington Town Councils Offices, 62 Quay Road, Bridlington

Present: Councillors C Croft, Finlay, Heslop-Mullens, Holmes & Marsburg.
Minutes of the meeting were taken by Mrs King.

01.18 To Elect a Chairman/Editor:

RESOLVED: *Councillor Marsburg is elected Chairman for the Council Year 2018-2019.*

02.18 To Elect a Vice-Chairman:

RESOLVED: *Councillor Holmes is elected vice-chairman for the Council Year 2018-2019.*

03.18 Apologies for absence:

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

04.18 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.*

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

There were none.

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:

06.18 To consider a verbal report from Councillors Heslop-Mullens & Holmes: The Committee considered the information provided and created a list of action future considerations. Considering the sensitive nature of the considerations the information cannot be placed directly in the public domain but a separate report is attached to the minutes to make reference to.

Signed:


Mayor of Bridlington

Date: 18.07.18