



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 17th July 2019
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

Present: Councillors Dealtry, Dixon, Finlay, Foster, Holmes, C Marsburg, S Marsburg, T Milns, Norman & Walker, a total of ten Councillors (10). Mrs Paula King, Town Clerk took the minutes.

65.19 Mayor's Welcome:

The Mayor welcomed everyone to the meeting and shared with the meeting the Royal Navy Defence Maritime Logistics School plaque that was presented to the Town Council at the wonderful Freedom event. The Mayor referred to the intention to permit audio recording of the meeting.

66.19 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillor Heslop-Mullens & M Milns.*

67.19 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: *Councillors Finlay and S Marburg declared a non-pecuniary interest in item 19 on the agenda as both are Operation Banner veterans.*

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

RESOLVED: *There were none.*

68.19 Public Participation session to include items on the agenda (two minutes per person - maximum of fifteen minutes) to include members of the Public and Councillors with interests):

RESOLVED: *There were none.*

69.19 Civic Appointments from 20th June – 17th July 2019

Mayor & Mayoress:

22.06.19	Peave Bellerby Memorial Tournament at CYP
22.06.19	Armed Forces Day Flag Raise at War Memorial
23.06.19	Relaunch of Grace Church
28.06.19	White Rose Care Home
29.06.19	Freedom of Entry to Royal Navy & Armed Forces Day at Alderson House
02.07.19	Further Education Awards
06.07.19	Hinge Charity Dinner at the Spa
06.07.19	Mayoress Coffee Morning at Richie's Café Bar
07.07.19	Carnaby Memorial Unveiling
11.07.19	Bridlington School Achievement Awards Ceremony
16.07.19	Lord-Lieutenant Summer Reception at Burton Agnes Hall

Total of 11 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Consort:

20.06.19	Wildlife Photography Exhibition
20.06.19	Refugee Week at East Riding College
21.06.19	High Sheriff Summer Reception
22.06.19	Armed Forces Day Flag Raise at War Memorial
23.06.19	Lord Mayor of Hull's Civic Service
29.06.19	Freedom of Entry to Royal Navy & Armed Forces Day at Alderson House
06.07.19	Hinge Charity Dinner at the Spa

06.07.19 Mayoress Coffee Morning at Richie's Café Bar
 07.07.19 UK Coast to Coast Extreme Challenge Walk
 08.07.19 Old Town Association Meeting

Total of 10 Civic Duties attended by the Deputy Mayor & Deputy Consort

Most of the Other Councillors:

20.06.19 Refugee Week at East Riding College – Cllr Finlay
 22.06.19 Armed Forces Day Flag Raise at War Memorial – Cllr Finlay, Norman & Walker
 23.06.19 Lord Mayor of Hull's Civic Service – Cllr Finlay
 25.06.19 Neighbourhood Watch Group Meeting – Cllr Norman
 25.06.19 Contemporary Gallery Opening Invitation – Cllr Norman
 29.06.19 Freedom of Entry to Royal Navy & AFD - Cllr Dixon, Finlay, Walker, C Marsburg, S Marsburg & T Milns
 02.07.19 Town Improvement Forum – Cllr Norman
 06/07/19 Mayoress Coffee Morning at Richie's Café Bar – Cllr Dixon & Finlay
 06.07.19 Hinge Charity Dinner at the Spa – Cllr Dixon, Norman & Walker
 08.07.19 Old Town Association Meeting – Cllr Norman
 09.07.19 Brid Central Action Group – Cllr Norman & Walker

Total of 11 Civic Duties attended by other Councillors

Mayor's Cadet:

22.06.19 Armed Forces Day Flag Raise at War Memorial
 29.06.19 Freedom of Entry to Royal Navy & Armed Forces Day at Alderson House

Total of 2 Civic Duties attended by Mayor's Cadet

Staff:

29.06.19 Freedom of Entry to Royal Navy & Armed Forces Day - Miss A Grosse
 09.07.19 ERNLLCA meeting at Wansford – Mrs P King

Total of 2 Civic Duties attended by Staff

70.19 To approve the minutes of the Council meeting on 19.06.19 as a true record:

RESOLVED: *The minutes of the Council meeting held on 19.06.19 are received as a true record.*

71.19 To receive the minutes of the Planning & Environmental Committee held on 24.06.19:

RESOLVED: *The minutes of the Planning Committee held on 24.06.19 are approved.*

72.19 To receive the minutes of the Contract & Policy Committee meeting on 09.07.19:

RESOLVED: *The minutes of the Contract & Policy Committee meeting held on 09.07.19 are approved.*

73.19 To receive the minutes of the Finance & General Purposes Committee meeting on 09.07.19:

RESOLVED: *The minutes of the Finance & General Purposes Committee held on 09.07.19 are approved.*

74.19 To receive the minutes of the Planning & Environmental Committee meeting on 15.07.19:

RESOLVED: *The minutes of the Planning Committee held on 15.07.19 are approved.*

75.19 To sign the bank mandate:

RESOLVED: *The bank mandate & letter were signed accordingly by the Councillors present.*

76.19 To consider the Committee Preferences for Councillors:

RESOLVED: *Councillor Dixon wished to be added to the Newsletter Committee.*

77.19 To receive the Outside Posts and Responsibilities update for Councillors:

RESOLVED: *The updated Outside Posts and Responsibilities list was noted and the Citizen of Honour was removed from the list.*

78.19 To receive an update for the new offices at 2A Marshall Avenue from Cllr's Holmes & Marsburg. Both Councillors updated the meeting with the current situation with the refurbishment of the offices.

79.19 To adopt the standing order for Civic regalia:

RESOLVED: *The standing order amendment is adopted.*

80.19 To receive and approve the Bridlington Town Council Annual Report 2018-2019:

RESOLVED: *The Bridlington Town Council Annual Report for 2018-2019 is approved.*

81.19 To consider the rota for the BTC Table at the Bridlington Youth Festival event on 11th August 2019:

RESOLVED: *Councillors pledged their assistance for the Bridlington Youth Festival event.*

82.19 To consider the rota for the monthly BTC Councillor Surgeries:

RESOLVED: *Councillors pledged their assistance for the Bridlington Councillor Surgeries. The Clerk is to inform everyone that the Council is undertaking the events and to invite people to attend.*

83.19 To consider the report for Operation Banner (Northern Ireland) – Councillor Dealtry:

RESOLVED: *The Council resolved to assist the Royal British Legion with the following for the Operations Banner Commemoration event on Saturday 17th August 2019:*

- *use of the PA system*
- *provision of a 100 Service Sheets*
- *fly the Union Flag on the Bridlington War Memorial Flagpole on the day*
- *4 wreaths to be made available for us to lay:*
 1. *for the town (wreaths agreed to be laid by Cllrs Finlay & S Marburg),*
 2. *for the Royal British Legion (nominated person has agreed)*
 3. *for the surviving veterans (nominated person has agreed)*
 4. *for the family members of Driver Michael Kitchen.*

84.19 To receive the Skatepark Coordinators Monthly report – June 2019:

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

85.19 To receive an update on Christmas from the Working Group:

RESOLVED: *The Council consider resolving the following working group decisions:*

1. *The Council resolves not to host a Christmas event.*
2. *The Council resolves to purchase Christmas Trees for placement in Sewerby and Old Town.*
3. *Meets with the community Christmas Group to discuss Christmas 2019.*

The working group can continue working on the following:

4. *The Council decides if it would prefer to investigate a laser display for King Street or to purchase a traditional Christmas tree.*

5. *The Council resolves not to purchase decorations for the Christmas tree on King Street as there are no suitable decorations available.*
6. *The Council resolves to formally involve the Round Table with a light switch on for King Street. Finer details to be discussed regarding route and itinerary for the Town Centre.*
7. *The Council resolves to consider the prices for the purchase of sweets or rock for the Mayor to give to the children when costings are available.*
8. *The Council decides if it would like to purchase tree wall brackets for business in the town centre.*

86.19 To receive an update on Citizen of Honour from the Working Group:

RESOLVED: *The Town Council resolved that the award was not having the impact it had hoped and resolved not to continue with the Citizen of Honour Award Scheme.*

87.19 To consider approval of a Bridlington Town Council plaque:

RESOLVED: *The Council resolved to retrospectively approve the plaque.*

88.19 To consider flying the RNLI Ensign for a week from 22.07.19-29.07.19 for RNLI Open Day (Flag Week):

RESOLVED: *The Bridlington Town Council approves the request to fly the RNLI Ensign for a week from 22.07.19 to 29.07.19.*

89.19 To consider and add to the Bridlington Town Council Emergency Plan:

RESOLVED: *The Council resolved to approve the plan with the additions.*

90.19 To receive a report and verbal update regarding VE Day/Remembrance:

RESOLVED: *The Council resolved the following regarding:*

1. *Traffic Management Plan proposals are approved in their entirety.*
2. *Request to ERYC for free parking in Bridlington for the day, or at least till 12 noon.*
3. *To contact Excelsior, Bridlington Pipe and 252 Sqn ATC Bands and request their involvement.*
4. *To contact Mixerman to request the PA Services.*
5. *To approve the removal of the civic parade to the gardens.*
6. *To approve the removal of the buffet following the event.*
7. *To arrange all other elements at the next meeting on Wednesday 14th August at 6pm and invite all the organisations and people normally involved with the event with a view to arranging a future on site meeting.*
8. *To consider the prepared VE Day celebrations survey/poll and poster ideas at the next working group meeting on 14th August at 6pm to take to the full council meeting on 21st August for approval.*

91.19 To receive a report and verbal update regarding Bridlington in Bloom:

RESOLVED: *The Council resolved the following regarding:*

1. *The Council supports the judging and decision proposals.*
2. *The Council supports the continuous advertising proposals.*
3. *The Council resolves to support the consideration of incorporating further planting schemes into the precept for 2020.*
4. *The Council were pleased to note the SVRA information regarding their new hanging baskets.*

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

- a) 30.06.19 Humberside & South Yorkshire Army Cadet Force – Letter of thanks:
- b) 02.07.19 ERYC – National Highways and Transport Public Satisfaction Survey:
- c) 04.07.19 ERYC – Community Fairs (animals as prizes) information:
- d) 05.07.19 ERNLCCA – Being a Good Councillor Training – Interest in daytime event:

RESOLVED: *The Council resolved to inform ERNLCCA that there would be councillors interested in attending an all-day event for Good Councillor Training.*

- e) 09.07.19 Duke of York's Community Initiative (DoYCI) – Local recognition:

RESOLVED: *The Council resolved to respond with the following for consideration for the DoYCI award for local recognition:*

- *Bridlington Branch of the Royal British Legion,*
- *Kingfisher Trust Bridlington,*
- *Salvation Army Bridlington,*
- *The Hinge Bridlington,*
- *Brightening Up Bridlington Group,*
- *Alexandra Bowling Club.*

- f) 09.07.19 ERYC – Proposed Implementation of Cycle Stands on the Promenade, Bridlington:

RESOLVED: *The Council resolved to approve the cycle stand proposals.*

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

- i. Bridlington Regeneration Partnership meeting minutes of 06.06.19:
- ii. YCCRP AGM meeting minutes of 10.06.19:
- iii. Bridlington Central Action Group meeting minutes of 11.06.19:
- iv. Sewerby Village Residents Association Summer Newsletter – June 2019:
- v. Clerks & Councils Direct Magazine – July 2019:
- vi. Bridlington Learning & Skills forum meeting minutes of 19.06.19:

94.19 To receive a statement of balances and to approve the schedule of accounts for payment:

The bank balances at 10th July 2019 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£226,451.20
Town Council		Petty Cash	£82.24

Accounts paid since: 13th June 2019

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
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Cash Receipts:

June	30-Jun	Petty Cash Receipts	June petty cash receipts	£101.75
Total Receipts				£101.75

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 24	19-Jun	Christ Church Community Services	Room hire 19-6-19	£24.00
		Domestic Blitz	Quarterly office clean	£75.00
SO	20-Jun	A&T Curtis	Quarterly Office Rent	£1,130.00
BACS 25	21-Jun	BKR Group	Armed Forces Day Banner	£60.00
		Property Shop	Office lighting repair	£35.83
		Prospect Photo Agency	Mayoral Portraits	£165.00
BACS 26	24-Jun	Bridlington Stationers	paper, envelopes, labels pens	£58.63
		Master of Malt (c/o L Dealtry)	Rum for Navy Freedom Event	£40.88
BACS 27	25-Jun	East Coast Engraving	plaques engraving	£24.00
BACS 28/29	28-Jun	Staff Costs	June staff costs	£3,897.75
BACS 30	28-Jun	HMRC	PAYE & NIC 1st Quarter	£1,816.52
BACS 31	28-Jun	ERYC	St Johns Rates payment 4/10	£113.00
		ERYC	Quay Road Rates payment 4/10	£227.00
		ERYC	Marshall Avenue payment 4/10	£489.00
SO	28-Jun	J Dawson Taylor	Website Contract	£57.20
DR		HSBC	Bank charges to 6-6-19	£9.20
Petty Cash	30-Jun	Petty Cash Expenses	June Petty Cash Expenses	£222.61
BACS 32	02-Jul	Property Shop Yorkshire	Marshall Ave - Guttering repair	£244.40
		Property Shop Yorkshire	St Johns Toilets - Tap Repairs	£80.00
BACS 33	02-Jul	Active Sports	June Skate Lessons	£300.00
		UK Web Solutions	Hosting Bridlington.gov.uk	£43.06
DD	03-Jul	N Power	Office Electricity	£155.32
BACS 34	05-Jul	Clr J Foster	Civic Travel Expenses	£105.53
BACS 35	09-Jul	Andy Hire	Freedom parade barriers	£36.00
		David Leeman	Freedom parade Piper	£150.00
BACS 36	10-Jul	Michael Wood	Freedom Parade Town Crier	£100.00
		Natalie Hook	Freedom Parade Bugler	£50.00
BACS 37	10-Jul	Active Sports	Skate Park Lessons	£100.00
		K Wardle	Skate Park - June Co-ordinator	£358.54
		K Wardle	Skate Park - June Maintenance	£515.00
Total Payments				<u>£10,683.47</u>

RESOLVED: *The accounts are approved for payment.*

95.19 To receive notice of items for inclusion on the next agenda for Wednesday 21.08.19:

- Photo of all 12 councillors.
- Outside posts and responsibilities and committee nominations for one councillor.
- Update for Christmas
- Update for Remembrance & VE Day
- Update for Marshall Avenue Offices.

Signed:

Mayor of Bridlington

Date: