



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 16th October 2019
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

Present: Councillors Dixon, Finlay, Foster, Heslop-Mullens, Holmes, C Marsburg, S Marsburg, T Milns, & Walker, a total of nine Councillors (9). There were three (3) members of the public were in attendance. Mrs Paula King, Town Clerk took the minutes.

141.19 Deputy Mayor's Welcome:

The Deputy Mayor welcomed everyone to the meeting. The Deputy Mayor referred to the intention to permit audio recording of the meeting.

142.19 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillors Dealtry, M Milns & Norman.*

143.19 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: *All Councillors declared a pecuniary interest on item 12 on the agenda as the decisions made would potentially impact directly upon them financially.*

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

RESOLVED: *The council resolved to provide a dispensation to all members to be able to discuss item 12 on the agenda.*

144.19 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):

Two members of the public requested assistance with a parking permit issue for their business as they had been provided with very mixed messages and it was now potentially threatening the future of the business. East Riding of Yorkshire Council (ERYC) Councillor Walker offered his assistance to help them resolve the matter.

Another member of the public voiced concerns about the closure of a residential home in the town and wished to ensure that the Town Council were aware of the closure and potential future use of the building.

145.19 Civic Appointments from 19th September – 16th October 2019

Mayor & Mayoress:

20.09.19	Tree Planting at Jubilee Woods
30.09.19	Site meeting for Remembrance
01.10.19	Sea Cadet Meeting with Captain at RYYC
05.10.19	Kurling Presentation
06.10.19	Mayor's Civic Service
06.10.19	Kurling Presentation
10.10.19	Lord Lieutenant Awards Ceremony
16.10.19	Bridlington Fair

Total of 8 Civic Duties attended by the Mayor & Mayoress

Deputy Mayor & Deputy Consort:

20.09.19	Tree Planting at Jubilee Woods – Cllrs' Foster & C Marsburg
29.09.19	Mayor of Filey Civic Service - Cllrs' Foster & C Marsburg

Paul

01.10.19 Chamber of Commerce Meeting at East Riding College
 03.10.19 Dogs for Deaf People – Cllrs’ Foster & C Marsburg
 06.10.19 Mayor’s Civic Service
 07.10.19 Old Town Association meeting
 09.10.19 Dementia Friends at Mallard Court

Total of 7 Civic Duties attended by the Deputy Mayor & Deputy Consort

Most of the Other Councillors:

20.09.19 Tree Planting at Jubilee Woods – Cllrs’ T Milns, Heslop-Mullens, Walker & Finlay
 04.10.19 Christmas Light Meeting with Bridlington Volunteers – Cllr T Milns
 06.10.19 Mayor’s Civic Service – Cllrs’ Finlay & Norman
 07.10.19 Old Town Association meeting – Cllr Heslop-Mullens
 16.10.19 ERVAS Meeting – Cllr Holmes

Total of 5 Civic Duties attended by other Councillors

Mayor’s Cadet:

06.10.19 Mayor’s Civic Service

Total of 1 Civic Duties attended by Mayor’s Cadet

Staff:

19.09.19 ERNLLCA AGM at Barton upon Humber – Mrs P King
 06.10.19 Mayor’s Civic Service – Miss A Grosse
 08.10.19 Christmas meeting with the Round Table at the Expanse – Mrs P King
 08.10.19 ERNLLCA meeting at Driffield – Mrs P King
 10.10.19 Site meeting with ERYC for Remembrance Road Closures – Mrs P King

Total of 5 Civic Duties attended by Staff

146.19 To approve the minutes of the Council meeting on 18.09.19 as a true record:

RESOLVED: *The minutes of the Council meeting held on 18.09.19 are received as a true record.*

147.19 To receive the minutes of the Planning & Environmental Committee meeting on 07.10.19:

RESOLVED: *The minutes of the Planning Committee held on 07.10.19 are approved.*

148.19 To receive the minutes of the Finance & General Purposes Committee meeting on 08.10.19:

RESOLVED: *The minutes of the Finance & General Purposes Committee meeting on 08.10.19 are approved. The increase in the amount of Christmas pomanders was noted.*

149.19 To receive an update for the new offices at 2A Marshall Avenue from Cllr’s Holmes & Marsburg and consider the report for the CLLD Funding and the additional resolution requirements. Both Councillors updated the meeting with the current situation with the refurbishment of the offices and recent site visit.

RESOLVED: *The meeting resolved to select the Principal Contractor and Principal Designer for the Phase 2 element of 2A Marshall Avenue. The meeting resolved to set a Contracts Committee meeting for 23.10.19 to discuss the budget requirements, the specific design requirements and funding for compliancy requirements of the project.*

150.19 To consider the Autumn Newsletter 2019 for proofing for printing (retrospective approval):

RESOLVED: *The newsletter was retrospectively approved.*

151.19 Future Councillors for Bridlington Town Council – Councillor Surgery Events assistance:

RESOLVED: *Councillors pledged assistance to the future Councillor Surgery Events and resolved that future surgeries will be attended by one Councillor only.*

152.19 To consider and complete the Survey from the ERYC regarding the Payment of Members Allowances:

RESOLVED: *Councillors collated and approved the information they considered appropriate to supply to the ERYC for the survey from Bridlington Town Council.*

153.19 Christmas Update: The Council received an update to the Christmas Tree Light Switch on with the Bridlington Round Table.

RESOLVED: *The Council noted the contents of the report and resolved that they are solely responsible for this year's tree switch on and are very grateful to the Bridlington Round Table for the use of the Santa Sleigh for the event. The Council also resolved to spend £200 on rock for the event.*

154.19 Woodland Trust and Tree Charter Day – Councillors Heslop-Mullens & Walker:

RESOLVED: *The Council noted the contents of the report and resolved the following regarding*

1. *That Bridlington Town Council joins other Town and Parish Councils by signing the Tree Charter.*
2. *That Bridlington Town Council welcomes the assistance being offered by East Riding of Yorkshire Council.*
3. *That Bridlington Town Council obtain one hundred trees from the Woodland Trust for planting in conjunction with Tree Charter Day.*
4. *That Bridlington Town Council liaises with East Riding of Yorkshire Council and schools within its boundaries to obtain trees to be planted by pupils and students.*

155.19 To receive the Monthly Report from the Skatepark Coordinator – September 2019:

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

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

- a) 11.09.19 ERYC – Proposed Carriageway & Footway Improvement works, Kingsgate.
- b) 13.09.19 ERNLLCA – Conference Booking Form and Programme 2019:

RESOLVED: *There were no Councillors able to attend the 2019 conference.*

- c) 17.09.19 ERYC – Trinity Cut Footpath Stabilisation Works.
- d) 19.09.19 ERYC – Polling District Review information.
- e) 20.09.19 NHS ERCCG – Wolds View Primary Care Centre update.
- f) 24.09.19 ERYC – Proposed Road Safety Scheme – High Street, Bridlington.
- g) 25.09.19 ERYC – Self Build Register – October 2019.
- h) 30.09.19 ERYC – Proposed Repair Works along Bempton Lane.
- i) 30.09.19 ERYC – Special Expenses – Interim information.
- j) 02.10.19 ERCCG – Bridlington Hospital Car Parking Charges:

RESOLVED: *The Council resolved to send the letter to the York Teaching Hospital NHS Foundations Trust.*

- k) 03.10.19 ERYC – Veterans Pack.
- l) 04.10.19 ERYC – Estimate of Rough Sleepers in the East Riding of Yorkshire.
- m) 07.10.19 ERYC – Proposed Removal of Public Payphones – Consultation Process:

RESOLVED: *The Council chose option 1 which agrees to the removal of the three phone boxes listed in Bridlington.*

- n) 07.10.19 ERYC – Standards Committee Nomination – Update.
- o) 08.10.19 Humberside Police – Bridlington Update – September 2019.

p) 08.10.19 ERYC – Car Parking request for Bridlington – Interim information.

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

- i. Bridlington Central Action Group minutes of meeting on 10.09.19:
- ii. Bridlington Quay Townscape Heritage Newsletter – September 2019:
- iii. ERNLLCA Newsletter – September 2019:
- iv. Bridlington Regeneration Partnership minutes of meeting of 12.09.19:

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

The bank balances at 10th October 2019 stood at:

Account Name	Account Number	Account type	Balance £
Town Council	51385488	Business A/C	£1.00
Town Council	93662969	Deposit A/C	£275,260.51
Town Council		Petty Cash	£128.16

Accounts paid since: 11th September 2019

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	12-Sep	Bridlington Escape	Newsletter Advert	£40.50
CR	27-Sep	N Power	Refund Credit balance on acc	£68.22
CR	30-Sep	ERYC	2nd Precept payment	£110,064.30
3	09-Oct	Mr Colin Croft	purchase past Mayoress jewel	£100.29

Cash Receipts

Petty Cash	30-Sep	Cash Receipts	September Cash receipts	£20.70
Total Receipts				£110,294.01

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 63	17-Sep	Mr J Dawson Taylor	Website contract	£58.40
BACS 64	19-Sep	Elizabeths Jewellers	Chains repairs and engraving	£220.00
		ERYC	Dog Stencil Paint - part order	£47.52
MAR 01	19-Sep	Springvale Homes	10% payment of contract value (part)	£8,892.18
MAR01A	20-Sep	Springvale Homes	10% payment of contract value (part)	£8,892.17
BACS 65	24-Sep	East Coast Engraving	Shield & Cup engraving x 3	£31.00
		ERYC	Dog Stencil Paint - balance of order	£95.04
BACS 66	27-Sep	Eon	Marshall Ave Electricity	£50.00
BACS 67/68	30-Sep	Staff Costs	September Staff Costs	£4,194.84
BACS 69	30-Sep	HM Revenue & Customs	PAYE & NIC Quarter 2	£1,814.63
BACS 70	30-Sep	ERYC	St John's toilets rates payment 7/10	£113.00
		ERYC	Office Rates payment 7/10	£227.00
		ERYC	Marshall Avenue Rates payment 7/10	£489.00
BACS 71	30-Sep	The Compost Bag Company	Dog clean up Bags	£174.24
		P King	Travel Expenses to ERNLLCA Meeting	£32.40
		Prospect Photo Agency	Mayoral Album	£315.00
101720		Void	wrong account payee name	£0.00
101721	25-Sep	EC Churches & Community Festival	Small Grants Awards	£500.00
101722	25-Sep	Bridlington Blades Fencing Club	Small Grants Awards	£372.00
101723	25-Sep	Bridlington Diabetic Support Group	Small Grants Awards	£100.00
101724	25-Sep	Sing for Life	Small Grants Awards	£221.00
101725	25-Sep	Wednesday Activities Group	Small Grants Awards	£150.00
101726	25-Sep	Priory View RDA	Small Grants Awards	£500.00
101727	25-Sep	Brid Special Pool Support Group	Small Grants Awards	£250.00
101728	25-Sep	252 Brid Squadron ATC	Small Grants Awards	£300.00
101729	25-Sep	Brid Amateur Operatic & Dramatic	Small Grants Awards	£500.00

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101730	25-Sep	Brid Sea Cadets	Small Grants Awards	£200.00
Petty Cash	30-Sep	Petty Cash Expenses	September Petty Cash Expenses	£95.08
BACS 72	01-Oct	A&T Curtis	Quay Rd Office Quarterly Rent	£1,130.00
BACS 73	08-Oct	Active Sports	Skate Club Coaching	£350.00
	08-Oct	All Signs	Dog clean up stencils	£219.60
DDR	09-Oct	N Power Business	Office electric	£128.88
BACS 74	10-Oct	H Appleyard & Sons (Shredding)	Confidential waste removal	£24.00
	10-Oct	Domestic Blitz	Quarterly Office Clean	£75.00
	10-Oct	Trackers Catering	Civic service Buffet	£570.00
TSFR	08-Oct	Mayors Charity A/c	Civic Service raffle money	£85.00
BACS 75	11-Oct	Hangout Youth Club	Project Skate Park Graffiti	£200.00
	11-Oct	Clr Jackie Foster	Civic Travel Expenses	£41.18
MAR 02	11-Oct	Assent Building Co	50% of Building Regs fees and works	£900.00
MAR 02	11-Oct	Property Shop Yorkshire	Project Management fees	£3,389.22
SO	27-Sep	J Dawson Taylor	Website contract	£58.40
DR	28-Sep	HSBC	Bank charges to 6-9-19	£5.50
DD	27-Sep	N Power	St John's toilets Electricity	£83.93
			Total Payments	<u>£36,095.21</u>

RESOLVED: *The accounts are approved for payment.*

159.19 To receive notice of items for inclusion on the next agenda for Wednesday 20.11.19:

- CAVCA Event update.
- Humberside Police update to the meeting.

Signed:



Mayor of Bridlington

Date:

20.11.19