



BRIDLINGTON TOWN COUNCIL
Minutes of the Council Meeting held on 15th July 2020
in the Key Centre, Quay Road (at the rear of Christ Church), Bridlington

A hybrid meeting was held with Councillors Dealtry, Dixon, Finlay, Foster, C Marsburg, S Marsburg & Walker attended the meeting at the Key Centre. Councillors Heslop-Mullens, M Milns, T Milns attended the meeting remotely. There was no public in attendance. The Clerk collated all feedback and comments.

44.20 Mayor's Welcome:

The Mayor welcomed everyone to the meeting in the room and online and referred to the intention to permit audio recording of the meeting.

The Mayor thanked everyone for all their help during lockdown and the Council held a minute's silence in respect of those who had sadly lost their lives or loved ones during Covid-19.

45.20 Apologies for absence:

RESOLVED: *Apologies were received and accepted from Councillor Holmes & Norman.*

46.20 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 Dealtry, Heslop-Mullens and Walker declared a non-pecuniary interest on items 17a, f, g, h, j & m on the agenda as they are all Council Members of the East Riding of Yorkshire Council (ERYC).*

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

RESOLVED: *There were none.*

47.20 Public Participation:

RESOLVED: *There was none.*

48.20 Civic Duties - Civic Appointments from 18th June – 15th July 2020

Mayor & Mayoress:

22.06.20 Armed Forces Flag Raising at the War Memorial
24.06.20 Pride Flag Raising at Southcliffe Gardens
Total of 2 Civic Duties attended by the Mayor & Mayoress

- 49.20** To approve the minutes of the Council meeting held on 17.06.20 as a true record:

RESOLVED: *The minutes of the Council meeting held on 17.06.20 are received as a true record.*

- 50.20** To receive the minutes of the Planning & Environmental Committee held on 22.06.20:

RESOLVED: *The minutes of the Planning Committee held on 22.06.20 are approved.*

- 51.20** To receive the minutes of the Planning & Environmental Committee held on 13.07.20:

RESOLVED: *The minutes of the Planning Committee held on 13.07.20 are approved.*

- 52.20** To receive a report for the new offices at 2A Marshall Avenue – including a short site video:

RESOLVED: *The information was noted.*

53.20 To consider a report about the six-month rule for Councillors:

RESOLVED: *The Council reiterated the resolution to suspend the six-month rule for all Town Councillors for the remainder of this Council Year to accommodate the needs of the Members personal management of risk due to Covid-19. This is simply to ensure the Council has a legal and robust resolution in place.*

54.20 To receive an updated list of Committee Preferences for the BTC Councillors – for retention in Councillor Folder:

RESOLVED: *Councillor Walker is officially added to the Staffing Committee Membership. Councillor M Milns is officially removed from the Planning & Environmental Committee Membership. Councillor Finlay is officially added to the Planning & Environmental Committee Membership. All Council committee memberships now have full membership.*

55.20 To consider renewal of Skatepark Maintenance Contract:

RESOLVED: *The Skatepark Maintenance Contract is approved for renewal with the proposed amendments. The Contracts were signed at the meeting by the Mayor and the Clerk.*

56.20 To consider a report for Mayors Cadet:

RESOLVED: *Due to Covid-19 the Council resolved to retain the current Mayor's Cadet for 2020-2021 (if she is agreeable and it is suitable to do so).*

57.20 To consider and adopt the Capability, Disciplinary & Grievance Policies (to be retained in Councillor folders):

RESOLVED: *The Council resolved to immediately adopt the Capability, Disciplinary and Grievance Policies.*

58.20 To receive and approve the Bridlington Town Council Annual Report 2019-2020 (please pass back to the office if you do not intend to retain):

RESOLVED: *The Council Annual Report for 2019-2020 is approved.*

59.20 To consider the Skatepark Coordinators Monthly Report – June 2020:

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

60.20 To receive items of correspondence:

- a) 11.06.20 ERYC – Public Conveniences & BTC Collated Information re opening.
- b) 14.06.20 L Ellis – Naming of Streets:
- c) 15.06.20 CPRE – Membership Renewal for 2020:

RESOLVED: *The Council resolved to renew the Council's CPRE Membership for 2020.*

- d) 16.06.20 Historic England – Notification of Listing of Humphry Sandwith Memorial Fountain.
- e) 19.06.20 R-evolution – All Ride (Bridlington) Recruitment.
- f) 22.06.20 ERYC Civic Office – Chairman's Award – Shortlisting for BTC Nomination.
- g) 23.06.20 ERYC – Public Rights of Way Guidance.
- h) 23.06.20 ERYC – Consultation on Sea Gate View, Sewerby:

RESOLVED: *The Council resolved to support all the parking restriction proposals on Sea Gate View.*

- i) 01.07.20 Parish Transport Champion – Update of local Services during Covid-19:

RESOLVED: *The Council resolved to convey thanks to the Parish Transport Champion for the information and his good work with ensuring transport in Bridlington is appropriate for the needs of the Town. The Council also wished to ask the Parish Transport Champion if he would be able to investigate why the first train out of Bridlington at 0734 hours was consistently late.*

- j) 01.07.20 ERYC – Community Response HUB – A Plan for the Next Period.
 k) 01.07.20 Sir G Knight MP – National Memorial Update for Covid-19.
 l) 06.07.20 Co-Op Community Funding and Member Pioneer Role.
 m) 07.07.20 ERYC – East Riding Outbreak Management Plan & Poster.
 n) 07.07.20 KCOM – Introduction and Information about work in Bridlington.

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

- i. ERSAB Newsletter – June 2020:
 ii. ERNLLCA Newsletter 5:
 iii. The East Coast Churches & Community Music Festival Newsletter – July 2020:
 iv. Clerks & Councils Direct – July 2020 (available on request):
 v. Humberside Police – Bridlington New Release – Update – June 2020:

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

The bank balances as at 8th July 2020 stood at:

Account Name	Account Number	Account type	Balance £
Town Council		Business A/C	£6,986.53
Town Council		Deposit A/C	£317,610.29
Town Council		Petty Cash	£152.24

Accounts paid since: 11th June 2020

Bridlington Town Council:

Receipts In:

Cheque/BACS	Date	Payer	Description	Amount
CR	07-Jun	HSBC	Gross Interest	£118.52

Cash Receipts:

Petty Cash	30-Jun	Petty Cash Receipts	There were no petty cash receipts in June 20	£0.00
Total Receipts				£118.52

Payments Out:

Cheque/BACS	Date	Payee	Description	Amount
BACS 19	16-Jun	ERYC	Bessingby Gate play area lease	£141.00
DD	18-Jun	Gaz Prom	St John's Toilets Electricity - May	£41.34
DD	16-Jun	Haven Power	Office Electric - May	£22.25
DD	16-Jun	Haven Power	Marshall Ave Electric - May	£5.83
DD	16-Jun	Haven Power	Skate Park Electric - May	£59.33
SO	22-Jun	A & T Curtis	Quarterly Rent	£1,130.00
DD	25-Jun	Gaz Prom	Office Gas - May	£41.59
BACS 20	26-Jun	ERYC	Commercial Waste Contract	314.73
		UK Web Solutions	Website Domain Hosting Annual Fee	£43.06
		Untied Carlton	Photocopying charge	£187.88
DR	28-Jun	HSBC	Bank charges to 6/6/20	£6.50
BACS 21/22	30-Jun	Staff Costs	June Staff Costs	£4,029.78
BACS 23	30-Jun	HMRC	PAYE & NIC 1st Quarter	£1,473.78
BACS 24	30-Jun	ERYC	St Johns Toilets Rates payment 4 of 10	£115.00
BACS 25	01-Jul	BKR Group	Balance on completion of distribution	£378.00

BACS 26	01-Jul	A Grosse	Reimbursement for postage stamps	£23.40
BACS 27	09-Jul	ERYC	PPE Equipment for the office	£193.98
		Hi Fliers	Seafront flags	£1,274.17
Petty Cash	30-Jun	Petty Cash Expenses	There were no petty cash expenses in June	£0.00
Total Payments				<u>£9,481.62</u>

RESOLVED: *The accounts are approved for payment.*

63.20 To receive notice of items for inclusion on the next agenda for Wednesday 19.08.20:

- Update for Marshall Avenue.
- Update for Humphry Sandwith Listed Building Consent Application.
- Collate the Code of Conduct consultation for submission.
- National Highways and Transport (NHT) Public Satisfaction Survey Consultation.
- ERYC Local Cycling and Walking Infrastructure Plans – Bridlington Consultation.

Signed: 
Mayor of Bridlington

Date: 19/08/20